



TOWN OF ACTON



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Acton (Mass.)
Annual reports, Town of Acton,
Massachusetts

TOWN REPORT

Acton

Incorporated as a Town: July 3, 1735

Type of Government: Town Meetings ~ Selectmen/Town Manager

Location: Eastern Massachusetts, Middlesex County, bordered on the east by Carlisle and Concord, on the west by Boxborough, on the north by Westford and Littleton, on the south by Sudbury, and the southwest by Stow and Maynard.

Elevation at Town Hall: 268' above mean sea level

Land Area: Approximately 20 square miles

| Population: | Year | Persons |
|--------------------|-------------|----------------|
| | 1950 | 3,510 |
| | 1960 | 7,238 |
| | 1970 | 14,770 |
| | 1980 | 19,000 |
| | 1990 | 18,143 |
| | 2000 | 20,331 |
| | 2001 | 19,789 |
| | 2002 | 19,842 |
| | 2003 | 19,916 |
| | 2004 | 19,847 |
| | 2006 | 20,081 |
| | 2007 | 20,504 |
| | 2008 | 22,182 |
| | 2009 | 21,908 |
| | 2010 | 21,936 |
| | 2011 | 22,012 |

**2011
Annual
Reports**



**Town of
Acton,
Massachusetts**

**Two Hundred and Seventy-Sixth
Municipal Year
for the year ending December 31, 2011**

TABLE OF CONTENTS

| | | | |
|--|----|---|--------------------------|
| 1. Administrative Services | | 7. Public Works and Environment | |
| 9/11 Memorial: How It Got Started | 5 | Board of Appeals..... | 62 |
| Board of Selectmen | 6 | Building Department..... | 62 |
| Town Manager..... | 7 | Cemetery Commission..... | 62 |
| Town Report Committee..... | 8 | Community Preservation Committee | 63 |
| Boston Herald | 9 | Engineering Department | 64 |
| | | Highway Department..... | 65 |
| 2. Financial Management Services | | Green Advisory Board | 67 |
| Board of Assessors | 10 | Land Stewardship Committee | 67 |
| House Sales..... | 10 | Municipal Properties..... | 69 |
| Elizabeth White Fund..... | 13 | Natural Resources | 71 |
| Finance Committee | 13 | Open Space Committee..... | 71 |
| Town Accountant | 14 | | |
| 3. Human Services | | 8. Community Safety | |
| Commission on Disability | 19 | Animal Inspector | 73 |
| Community Housing Corporation..... | 19 | Board of Health | 73 |
| Community Services Coordinator | 21 | Dog Officer | 76 |
| Council on Aging | 21 | Emergency Management Agency | 76 |
| Health Insurance Trust..... | 23 | Fire Department..... | 77 |
| Housing Authority..... | 24 | Auxiliary Fire Department | 83 |
| Public Health Nursing Service..... | 25 | Police Department..... | 84 |
| Sealer of Weights and Measures..... | 25 | Post/Crew 7 Search and Rescue | 87 |
| Veterans' Graves..... | 26 | Sidewalk Committee | 88 |
| Volunteer Coordinating Committee | 26 | | |
| 4. Education and Libraries | | 9. Legislative | |
| Acton and Acton-Boxborough Schools Report..... | 27 | Annual Town Meeting, April 4, 2011 | 89 |
| Minuteman Science-Technology High School..... | 41 | | |
| Acton Memorial Library | 43 | 10. Town Elections and Statistics | |
| West Acton Citizens' Library..... | 47 | Annual Town Election, March 29, 2011 | 109 |
| 5. Cultural and Historical Activities | | 11. Other Information | |
| Acton-Boxborough Cultural Council..... | 48 | Registered Voter Statistics | 111 |
| Historic District Commission | 52 | Dog Statistics | 111 |
| Historical Commission..... | 53 | Vital Statistics..... | 111 |
| 6. Community Development | | 12. Acton Information | |
| Acton 2020 Committee..... | 54 | National, State, and County Officials | 113 |
| Cable Advisory | 55 | Elected Town Officials | 113 |
| Design Review Board..... | 55 | Appointments by Moderator | 114 |
| Economic Development Committee..... | 56 | Appointments by Selectmen | 114 |
| Planning Department | 57 | Appointments by Town Manager..... | 118 |
| Public Celebrations Committee..... | 57 | Street/Precinct List..... | 120 |
| Recreation Department..... | 58 | Map of Acton | 126 |
| Senior and Disabled Tax Relief Committee..... | 60 | Town Boards, Committees, Commissions E-mails..... | 128 |
| Transportation Advisory Committee | 60 | 11-11 Memorial..... | 131 |
| | | Volunteer Application..... | 133 |
| | | At Your Service | Inside Back Cover |

THIS 2011 ACTON TOWN REPORT IS DEDICATED TO



ROBERT (BOB) CRAIG, FIRE CHIEF

Bob Craig, Acton's Fire Chief for 21 years, will retire at the end of the year. It is a mandatory retirement which he views as a mixed blessing; he likes his job and there are things he still wants to do; but he also likes the idea of being retired and doing as he pleases.

Bob grew up with the fire department, starting as a call firefighter for two years while still in school. He then rose to the auxiliary force where he served an additional four years. This was during the sixties when Acton was a very different town. When his parents moved to Acton the population was only 6,300, we did not have a full-time fire department but depended on call firefighters to service our needs. Bob left the service briefly to serve in the Army and when he returned was made a full-time firefighter. In 1975 he was promoted to Lieutenant and given a new position as Fire Prevention Officer. He rose through the ranks making Captain in '81; Deputy Chief in '87 and Chief in 1990.

Triumphs for a fire chief are couched in the negative: there were no fire-related fatalities; there were no conflagrations and none of the firefighters were injured. Bob Craig has presided over many years when he could state such statistics. He attributes this success to many things:

better fire response equipment; more thorough training for the men; requirements for sprinklers, not only in commercial buildings but also homes; development of an EMT and EMS corps; and the support of the Town in recognizing the need for the new and current firefighting tools and the willingness to pay for them.

He has spent his working life making sure that things we do not consider or think about until needed were in fact supplied. Things such as quick response times, properly equipped ambulances, adequate water pressure and properly sized hoses, emergency alarm boxes at playing fields, defibrillators in public buildings, CPR training for Town staff, requiring smoke detectors and of course making our children aware of basic fire prevention and safety measures.

Bob Craig will leave us with a long list of his accomplishments. That's why we are dedicating this Town Report to him as a small measure of thanks for his service.

Ann Chang

IN MEMORIAM

Edward Belmont
Capt. Fire Department

Richard E. Swenson,
Lt. Call Fire Department

James J. Kotanchik
Board of Assessors

HOW IT ALL GOT STARTED: 9/11 MEMORIAL

It started with a simple email from a website for Fire and EMS workers. The website keeps the emergency responders up to date on the latest happenings in the Fire and EMS world. This email mentioned that there was steel from the World Trade Center that would be given away by the Port Authority of New York and New Jersey to any organization who wanted to use it in a memorial. This one particular email grabbed the attention of Firefighter / EMT, Tom Matthews.

Tom presented his ideas to Officer Jon Stackhouse, and the committee was formed. Daniel Greenberg from Wilson & Orcutt P.C. helped establish the 9/11 Memorial Fund Inc. Steve Pottle from Constellation Financial provided us with tax filing and guidance. Jane Hardy of Middlesex Savings Bank helped us with our banking needs.

After assistance from Brian Richter, Eileen Zornow, Dan Silva, Craig Roach, Eva Szkaradek, and Vini Marraj the Acton 9/11 Memorial Fund, Inc., a nonprofit organization, was created.

If you saw the initial memorial, you know vision was obscured from the road by a big maple tree at the Center Fire Station. It seemed out of place being set next to a war memorial. That's when we thought, this is the chance to rebuild the memorial in a place that seemed more fitting, the Public Safety Facility.

With the support of the Board of Selectmen, the Acton 9/11 Memorial Fund committee submitted a proposal to the Port Authority of New York and New Jersey for request of steel from the World Trade Center. Fundraising was started as well as ideas for design of a new memorial. On December 10, 2010, the committee received notification from the Port Authority, that the request for steel was approved. Arrangements were made to go to New York, to pick up the steel that had been set aside for the Acton 9/11 Memorial. On March 10, 2011, with the assistance and support of David Calkins of Colmer Monument Works, the steel was transported back to Acton with an escort from the Massachusetts State Police, Boxborough Police, Boxborough Fire, Acton Police and Acton Fire.

George Dimakarakos from Stamsky and McNairy came on board to guide us through our final design and site work plans. Then contractors James Fenton (retired Acton Firefighter), Dave Calkins (retired Acton Firefighter) Dan Lenox, Chris McDonough, Wayne Pyro, Jay Dolan, John Durkin, Gordon Richards, John Melone and Mike Kennedy came on board with their expertise, labor and materials, to construct the walkway, install lighting and landscaping. There has been a lot of support in the community from the very small donations to the very large. All has been greatly appreciated. This project has been a grueling and emotional ride for all of us, but most importantly a rewarding one. We started this almost two years ago and in a way it's great to see it finally coming to an end, but a little sad also. We hope through this little piece of history we were able to bring back to display and share with the town, will help with the healing process for the families involved, but also to ensure that this tragic event will never be forgotten.

Tom Matthews



Acton developer and former fighter, Jimmy Fenton, donated the services of his company help with with the 9/11 Memorial.



Tom Matthews spearheaded the project to bring the pieces of the World Trade Center to Acton and get the 9/11 Memorial in place.

ADMINISTRATIVE SERVICES

BOARD OF SELECTMEN

It has been an extraordinary year for the Town of Acton. For the second year in a row, we were voted as the 16th best place to live in the United States, according to CNN Money Magazine. We saw several new businesses move into town and the general easing of the economic downturn. Good signs in the current economy.

But we also saw the loss of two long-time Acton residents, Bob Abare, former Transportation Secretary and campaigner/associate of President John F. Kennedy. The other was Dick Swenson, a fixture at Town Meeting, who missed his first Town Meeting in 42 years due to an illness that would later claim his life.

Town officers

In April, a closely contested race for the two Selectmen seats resulted in two newcomers to politics: John Sonner and Dave Clough. They bested Terra Friedrich's for one seat while Lauren Rosensweig-Morton completed her second term and chose not to run again, surrendering her seat.

Achievements

The continued "greening" of Acton – we took another major step toward energy efficiency this past year as the Selectmen voted to use a large portion of the town landfill to house photovoltaic solar panels. Last year we installed solar panels on all of the appropriate, flat roofed, town buildings that subsequently cut our electric bill dramatically. This year, if the estimates are correct, the installation of the solar panels on the landfill will not only reduce the town's electric bill it will reduce our carbon footprint to almost zero!

The South Acton train station design – The South Acton train station achieved final design approval by the MBTA and the HDC. The results of all the efforts concluded in a much improved design that town members can be proud of when they pass through South Acton after it is constructed next year. In combination with that was an increase in rail shuttle parking at Mount Calvary church (adding to the 22 at West Acton fire station), bringing the total number of off-site parking spaces to 44. The MinuteVan shuttle's ridership has increased threefold since last year. The MinuteVan Dial-a-ride ridership has quadrupled!

The Veterans' Memorial – Through the extraordinary efforts of many local town members, employees, vendors and veterans we were able to dedicate a new Memorial

on Veterans Day (11/11/11) on the town common. The new Memorial was dedicated to not only past veterans but those currently serving. It reads as an open letter from the people of Acton to all branches of service. The celebration drew over 200 local veterans and their families. The Acton Minutemen fired volleys and the Girl Scouts conducted their "flag ceremony" showing the many flags used throughout the ages.

The 9/11 Memorial – On a more poignant note, we also dedicated the new 9/11 Memorial on the 10th anniversary of that horrendous event. Through the mutual effort of town staff and local citizenry, we were able to obtain some of the steel from the twin towers. Local vendors and artisans contributed their time, creativity and money to develop a memorable addition to our town. On the day of the dedication, over 1,000 people turned out to witness the unveiling.

Acton TV studio – Acton TV, our local cable access provider, opened the doors of their newly created, 4,800 square foot, state-of-the-art studio. After many years of being in the Acton-Boxborough Regional High School, they were able to move to their new facility on Craig Road while leaving all equipment necessary for the school to maintain their own studio for teaching purposes. They have expanded their offerings of locally produced programs, many of which have been picked up and rebroadcast by surrounding towns.

Financial – through judicious use of our reserves and a commitment from the Governor to maintain chapter 70 funding, we were able to sustain level service funding in the town and schools. Although the United States had their credit rating downgraded, Acton has maintained its AAA bond rating throughout the recession – recently reaffirmed by Moody's in November. That allows our town to borrow money at the lowest possible rates available. A cloud on the horizon is the long-term financial burden known as "OPEB" or Outstanding Post-Employment Benefits. This is mostly due to long-term retirees' healthcare costs. This year the state is requiring all communities to begin to put money towards offsetting this future expense.

Housing – housing starts were very slow this past year; however, one bright light was breaking ground at the old high school building. This will provide 15 units of low/moderate-income housing in the Kelley's Corner area, within walking distance to many amenities. This project, 10 years in the making, should begin housing families by September of 2012. This is also a perfect project to begin redeveloping Kelley's Corner into a more village centric area. Speaking of villages, Acton 2020, the town's new master plan, reached out to its citizenry to try to determine

what the future of Acton should look like. What was clearly favored was the development of the village centers to make them more pedestrian friendly with mixed-use businesses and housing. The Acton 2020 process continues to try to determine what the best method is for going from "vision" to actual – stay tuned!

Our Emergency Management team was well tested this year with tropical storm Irene in the summer and the Halloween snowstorm this fall. Both storms knocked out electricity to a large percentage of the town – many for a week. There was severe tree damage throughout the town. The town engaged NStar, our electric provider, to try to improve response time and help direct the efforts for cleanup. Although we did better during the second storm, we still have much room to improve. The past winter also taxed our snow removal budget.

Overall, the town continues to develop its style and substance. As we stretch our branches into the future, we will continue to strive to maintain our roots...

Members:

Mike Gowing, Chair
Pam Harting-Barrat, Vice Chair
Janet Adachi, Clerk
John Sonner
Dave Clough



Planter on the Acton Center Common is cared for by the Acton Garden Club

TOWN MANAGER

The year 2011 may well be remembered as the year of the storms. January and February saw an incredible amount of snowfall, taxing our highway crews to the limit. In late August, the Town felt the impact of Tropical Storm Irene, with tree damage and power outages that lasted about one week. The Town was extremely frustrated with the slow response of NSTAR to the situation and their seemingly unpreparedness for a well predicted storm. The end of October also experienced a snow storm with major tree damage and more power outages that also lasted a week. An emergency shelter was opened at the Senior Center. The Chair of the Board of Selectmen and I testified in front of the Department of Public Utilities in November at a hearing concerning the responsiveness of NSTAR. The Town has been busy evaluating its emergency management plan, but the slow response of the electric company continues to be a major concern.

Financially, the Town remained in a strong financial position. Town Meeting in April appropriated \$26,701,029 for Town operations. The Town's exemplary credit rating of AAA was put on a credit watch after Moody's and Standard and Poor's downgraded the credit rating of the United States. However, Moody's reviewed the Town's rating and has now classified the Town's rating of AAA, (the highest rating available) as stable. The Town is not without its financial challenges, however. The Town's Nursing Service continues to operate at a deficit and the Town's initiatives in public transportation with the commuter shuttle and Dial-a-Ride are also revenue challenged. The cost of the future liability of health benefits for retirees, also known as OPEB, is a challenge as well.

After years of stops and starts, the Old High School Commons affordable housing project got underway in the fall. The Town entered into a long term lease with Common Ground Development Corporation to convert the Old Towne School to 15 units of affordable housing. The Town also commenced the sale of 6 Piper Road, a house owned by the Town that had been acquired as part of a land purchase that added to the conservation lands at Great Hill. The Town awarded a contract for the installation of a solar farm on the capped landfill. When completed, it is estimated that this array, along with the one installed on the Highway garage, will significantly reduce the Town's electric budgets.

On the labor front, the Town and the Police Patrol Union engaged in an arbitration hearing in December to attempt to settle long standing contractual issues. The Town also reached a settlement with AFSCME, the union representing Highway and Municipal Properties workers. That contract will be brought to April 2012 Town Meeting for first year funding. The Town also considered the implementation of the Health Care Reform Act of 2011, a change

in State law that streamlines the negotiation process for health insurance benefits. The Board of Selectmen decided to attempt an informal process first, to see if savings could be realized without the new law being accepted. As of this writing, informal talks have been going on for better than a month and it is very possible that a cost savings plan will be developed before the Selectmen's deadline of February 6, 2012.

With every year, we experience the comings and goings of people in the organization. Joseph Tassone, former Finance Director in North Reading, was appointed Town Accountant, replacing Karen Kucala, who resigned in 2010. Dore' Hunter stepped down as the Town's Veterans Service Officer in the summer of 2011 and was replaced by James McRae, a veteran with two tours of duty in Iraq. Last, but certainly not least, the end of 2011 saw the retirement of Fire Chief Robert Craig. Chief Craig started as a firefighter in Acton in 1969 and has served as Chief of the department for the past 22 years. Bob will serve as Interim Chief of Fire Administration while the Town concludes a search for a new Chief. It is anticipated that a new Chief will be appointed in March 2012.

I would like to thank the Board of Selectmen for the support they have showed over the past year as well as to all Town staff that make Acton a truly special place.

Steven L Ledoux, Town Manager

TOWN REPORT COMMITTEE

The "theme" for this year's edition of the Town Report is "Acton's Monuments". When we first thought of the idea last spring, a committee was working on a monument using sections from the World Trade Center in New York to commemorate the events of 9/11. Later in the year, another monument was designed and installed on the Town Common to commemorate the 11/11/11, the ending date and time of WWI.

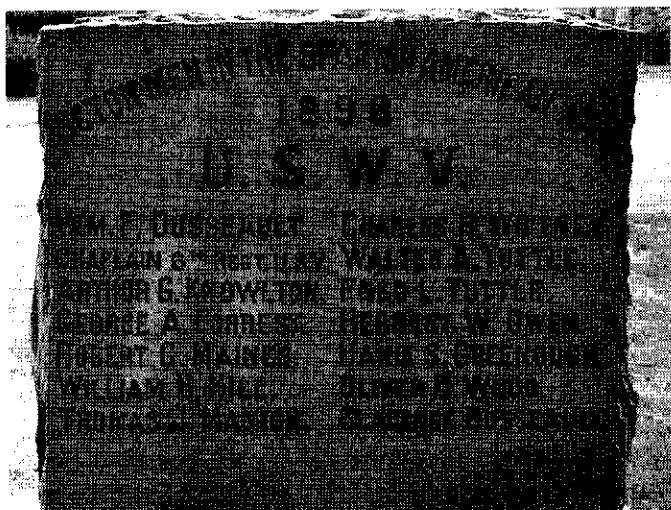
The most visible and well known of Acton's monuments is the Isaac Davis obelisk on the Town Common. But there are others, not so visible, that honor important events and men in Acton's history. We have included photographs of these less well known structures throughout the report.

Be sure to read the copy from a Boston Herald article in 1895 concerning the "Boulder" Committee in Acton. The gentlemen, names that we recognize today, were charged with finding appropriate boulders to be used as commemorative monuments. They took their duties seriously and we can still see the results of their work around town.

Thanks to all the committees and boards who submitted their reports on time. We would like to remind everyone that this report is an annual event and that the deadline for submitting reports is December 31.

The committee would also like to thank Christine Joyce, Mark Hald and Tom Mathews for their help and cooperation.

Members:
Ann Chang
Marilyn Peterson
Belle Choate



BOSTON HERALD

January 30, 1895

ACTON'S HISTORIC SPOTS

Three Novel Memorial Stones to Be Dedicated on Next
Patriot's Day

(Special dispatch to the Boston Herald)

SOUTH FRAMINGHAM, January 30, 1895. Through the influence of patriotic citizens of Acton, some of whom are members of the Massachusetts Society, Sons of the American Revolution, three historic spots in that town are to be designated in a novel manner early the present year.

In Town Meeting held last autumn the Selectmen were empowered to take action in the matter, and in the hands of Luther Conant of Acton Centre and D. C. Hains of North Acton has been placed the duty of providing memorial stones. These will cost between \$50 and \$100 each when completed and suitably inscribed. This work will be executed at the North Acton granit yard of Mr. Harris.

All of these memorials will be large boulders selected from the fields of Acton, and when finished will be unique in design as well as creditable in appearance.

One of these has already been taken from the farm of Mr. Conant, and its weight is four or five tons. At the present time a panel, 2 ½ x 3 ½ feet, is being cut in the boulder and on it in sunken letters will be executed an inscription, the words of warning given to Capt. Robbins on that memorable day when that portion of old Middlesex was told that the British regulars were coming.

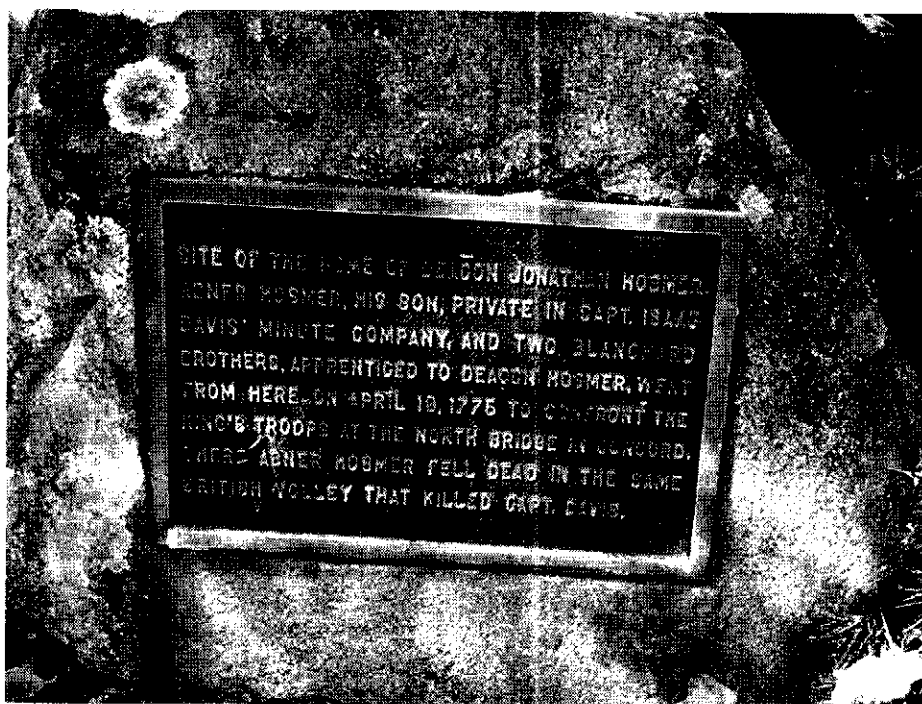
This stone will be set on the site of the Capt. Robbins; homestead, some time ago obliterated. The locality is what has long been known as the end of Paul Revere's ride. The spot is in East Acton, some four miles by highway from the historic North Bridge at Concord. The town of Acton pays for this memorial.

Another is to be placed near Acton Centre, on the premises owned and occupied by Charles Wheeler. On this spot was the home of Capt. Isaac Davis, whose memory his descendants so delight to honor. The expense of this stone will be defrayed Hon. William A. Wilde of Maldon, a native of Acton.

The third stone will recognize the services of Blanchard, the fifer, who played no unimportant part in the work of the Acton Minutemen in the Revolution.

This will be placed at West Acton just outside the village proper and on the old Blanchard homestead, which is presently owned and occupied by Hersom Gould. Luke Blanchard, a descendant and a well-known Boston businessman, bears the expense. It is proposed to place a bronze tablet in the boulder, though the matter is not fully decided.

The ceremony of dedicating each of these three memorial stones will occur April 19 next, when the people of Acton with those of surrounding towns will unite in rendering the second observance of "Patriots Day" in Massachusetts a success. Gov. Greenhalge will be present of this occasion, and other dignitaries are expected.



FINANCIAL MANAGEMENT SERVICES

BOARD OF ASSESSORS

The Town's tax base lost approximately \$100 million in valuation from FY10. This was due to market changes, reflective January 1, 2010. At the annual classification hearing, the Board of Selectmen voted a residential factor of 1 which resulted in a single tax rate of \$18.08.

Fiscal Year 2011 Valuation Summary

| Property Class | Valuation | % of Total |
|---------------------|----------------|------------|
| Residential | 3,174,679,6238 | 87.2% |
| Commercial | 309,194,597 | 8.5% |
| Industrial | 90,955,570 | 2.5% |
| Personal Property | 65,944,035 | 1.8% |
| Total Taxable Value | 3,640,773,825 | 100% |

The Board of Assessors regular scheduled meetings are on the first Wednesday of each month at 6:00 P.M. in the Town Hall. Additional meetings are held as needed. Dates and times are posted 48 hours in advance.

Tax Rates

| Residential | Com/Ind/PP |
|-------------|------------|
| 18.08 | 18.08 |

Assessors:

David Brown, Chairman
Susan Miller
Carol Leipner Srebnick

HOUSE SALES

| LOCATION | DATE | SALE |
|-------------------|------------|---------|
| 544 ACORN PARK DR | 3/19/2010 | 775,000 |
| 554 ACORN PARK DR | 9/16/2010 | 680,000 |
| 12 AGAWAM RD | 12/29/2010 | 500,000 |
| 7 ALCOTT ST | 4/23/2010 | 475,000 |
| 12 ALCOTT ST | 7/15/2010 | 480,000 |
| 51 ALCOTT ST | 11/30/2010 | 465,000 |
| 2 APPLE VALLEY DR | 1/25/2010 | 410,000 |
| 31 ARLINGTON ST | 5/25/2010 | 453,000 |
| 67 ARLINGTON ST | 5/24/2010 | 539,400 |
| 418 ARLINGTON ST | 8/31/2010 | 465,000 |
| 126 AUDUBON DR | 5/20/2010 | 254,000 |

| LOCATION | DATE | SALE |
|-----------------------|------------|-----------|
| 2 BERRY LN | 9/30/2010 | 521,500 |
| 11 BETH CIR | 2/17/2010 | 203,000 |
| 16 BETH CIR | 5/21/2010 | 224,500 |
| 3 BETSY ROSS CIR | 6/18/2010 | 453,000 |
| 6 BEVERLY RD | 11/15/2010 | 366,000 |
| 16 BILLINGS ST | 12/29/2010 | 589,775 |
| 15 BILLINGS ST | 9/28/2010 | 420,000 |
| 4 BITTERSWEET LN | 6/18/2010 | 715,000 |
| 8 BLUE HERON WY | 12/3/2010 | 465,000 |
| 1 BRAMBLE WA | 10/25/2010 | 667,500 |
| 10 BREEZY POINT RD | 3/30/2010 | 1,200,000 |
| 11 BREWSTER LN | 9/2/2010 | 254,000 |
| 13 BREWSTER LN | 7/23/2010 | 212,000 |
| 28 BREWSTER LN | 1/15/2010 | 255,000 |
| 5 BROOKSIDE CIR | 10/8/2010 | 394,000 |
| 256 BROWN BEAR CRSG | 6/10/2010 | 205,000 |
| 26 BRUCEWOOD RD | 4/28/2010 | 424,500 |
| 30 BRUCEWOOD RD | 8/6/2010 | 429,000 |
| 5 CANDIDA LN | 5/10/2010 | 612,000 |
| 29 CANTERBURY HILL RD | 10/1/2010 | 930,000 |
| 12 CANTERBURY HILL RD | 2/26/2010 | 935,000 |
| 41 CANTERBURY HILL RD | 8/16/2010 | 950,000 |
| 42 CANTERBURY HILL RD | 9/15/2010 | 927,000 |
| 74 CANTERBURY HILL RD | 1/21/2010 | 967,385 |
| 71 CANTERBURY HILL RD | 9/30/2010 | 880,000 |
| 69 CANTERBURY HILL RD | 2/11/2010 | 912,200 |
| 67 CANTERBURY HILL RD | 4/20/2010 | 925,000 |
| 65 CANTERBURY HILL RD | 3/24/2010 | 949,405 |
| 17 CAPT FORBUSH LN | 5/3/2010 | 600,000 |
| 14 CAPT FORBUSH LN | 2/16/2010 | 799,888 |
| 4 CAPT FORBUSH LN | 12/8/2010 | 738,000 |
| 6 CAPT HANDLEY RD | 1/19/2010 | 675,000 |
| 7 CASTLE DR | 6/29/2010 | 512,000 |
| 4 CEDAR TERR | 4/20/2010 | 620,880 |
| 440 CENTRAL ST | 5/24/2010 | 575,000 |
| 132 CENTRAL ST | 8/31/2010 | 539,000 |
| 125 CENTRAL ST | 3/11/2010 | 255,000 |
| 1B CENTRAL ST | 4/30/2010 | 190,000 |
| 1A CENTRAL ST | 6/28/2010 | 190,000 |
| 2 CHASE PA | 11/8/2010 | 176,600 |
| 10 CHASE PA | 3/16/2010 | 520,950 |
| 12 CHASE PA | 2/12/2010 | 520,000 |
| 3 CHASE PA | 10/8/2010 | 542,900 |
| 7 CHEROKEE RD | 11/3/2010 | 520,000 |
| 6 CHERRY RIDGE RD | 4/21/2010 | 445,900 |
| 6 COLONIAL PA | 7/15/2010 | 770,000 |
| 9 CONANT ST | 6/23/2010 | 753,000 |
| 51 CONCORD RD | 8/13/2010 | 312,500 |
| 99 CONCORD RD | 9/1/2010 | 490,000 |
| 3 DAKOTA DR | 5/11/2010 | 740,000 |
| 19 DAVIS RD #B16 | 6/11/2010 | 148,000 |
| 19 DAVIS RD #C10 | 4/9/2010 | 132,900 |

| LOCATION | DATE | SALE | LOCATION | DATE | SALE |
|-------------------------|------------|---------|---------------------|------------|---------|
| 17 DAVIS RD #C16 | 4/1/2010 | 133,988 | 204 HIGH ST | 6/28/2010 | 537,500 |
| 33 DRUMMER RD | 5/21/2010 | 178,000 | 175 HIGH ST | 5/19/2010 | 329,000 |
| 54 DRUMMER RD | 7/29/2010 | 242,500 | 8 HIGH ST #B1 | 4/30/2010 | 290,000 |
| 3 DRUMMER RD #B1 | 5/3/2010 | 120,000 | 8 HIGH ST #C1 | 12/24/2010 | 285,000 |
| 3 DRUMMER RD #B3 | 3/19/2010 | 121,000 | 8 HIGH ST #C2 | 12/28/2010 | 285,000 |
| 10 DUNHAM LN | 4/30/2010 | 739,900 | 8 HIGH ST #D1 | 12/28/2010 | 285,000 |
| 17 ELLSWORTH VILLAGE RD | 10/18/2010 | 359,900 | 8 HIGH ST #D2 | 5/11/2010 | 280,000 |
| 19 ELLSWORTH VILLAGE RD | 12/1/2010 | 359,900 | 15 HORSESHOE DR | 3/22/2010 | 770,000 |
| 22 ELLSWORTH VILLAGE RD | 8/19/2010 | 369,900 | 22 HOSMER ST | 8/23/2010 | 532,000 |
| 20 ELLSWORTH VILLAGE RD | 6/11/2010 | 369,900 | 85 HOSMER ST #B6 | 6/29/2010 | 125,000 |
| 18 ELLSWORTH VILLAGE RD | 3/2/2010 | 350,000 | 5 JAY LN | 8/12/2010 | 765,000 |
| 16 ELLSWORTH VILLAGE RD | 5/25/2010 | 369,900 | 28 JOHN SWIFT RD | 6/14/2010 | 442,000 |
| 31 ELM ST | 8/2/2010 | 480,000 | 12 JUNIPER RIDGE RD | 6/4/2010 | 444,000 |
| 7 ELM ST UNIT 4 | 9/27/2010 | 179,000 | 4 KELLEY RD | 4/9/2010 | 625,000 |
| 7 ELM ST UNIT 6 | 2/25/2010 | 190,000 | 6 KINGMAN RD | 7/20/2010 | 442,000 |
| 5 ELM ST UNIT 8 | 6/7/2010 | 178,000 | 22 KNOWLTON DR | 8/27/2010 | 779,000 |
| 11 ETHAN ALLEN DR | 9/30/2010 | 425,000 | 6 LADY SLIPPER LN | 3/31/2010 | 805,000 |
| 18 ETHAN ALLEN DR | 9/30/2010 | 451,000 | 60 LAWSBROOK RD | 5/11/2010 | 305,000 |
| 30 ETHAN ALLEN DR | 9/30/2010 | 404,000 | 18 LEXINGTON DR | 8/23/2010 | 705,000 |
| 12 EVERGREEN RD | 3/25/2010 | 352,000 | 2 LEXINGTON DR | 1/27/2010 | 669,000 |
| 5 FARMSTEAD WY | 9/24/2010 | 863,000 | 59 LEXINGTON DR | 6/3/2010 | 740,000 |
| 4 FIFE & DRUM RD | 6/25/2010 | 477,000 | 29 LEXINGTON DR | 6/11/2010 | 727,500 |
| 36 FLINT RD | 10/15/2010 | 613,500 | 73 LIBERTY ST | 6/10/2010 | 445,000 |
| 3 FOREST RD | 6/23/2010 | 411,500 | 3 LILAC CT | 12/29/2010 | 393,000 |
| 10 FRANCINE RD | 5/21/2010 | 479,000 | 1 LINCOLN DR | 10/18/2010 | 850,000 |
| 15 GIOCONDA AV | 6/10/2010 | 477,000 | 12 LINCOLN DR | 10/22/2010 | 579,000 |
| 5 GRACE PA | 6/28/2010 | 679,500 | 13 LONG RIDGE RD | 8/27/2010 | 476,780 |
| 407 GREAT ELM WY | 6/28/2010 | 315,000 | 16 LONGMEADOW WY | 1/11/2010 | 650,000 |
| 424 GREAT RD #14 | 12/17/2010 | 70,000 | 1 LONGMEADOW WY | 6/30/2010 | 680,000 |
| 376 GREAT RD #14 | 7/26/2010 | 211,000 | 8 MACLEOD LN | 1/15/2010 | 497,500 |
| 209 GREAT RD #A6 | 9/10/2010 | 72,000 | 13 MACLEOD LN | 5/27/2010 | 504,000 |
| 209 GREAT RD #A9 | 3/9/2010 | 130,000 | 3 MADDY LN | 12/3/2010 | 675,000 |
| 209 GREAT RD #B9 | 7/1/2010 | 122,900 | 5 MAGNOLIA DR | 9/17/2010 | 494,000 |
| 380 GREAT RD A202 | 6/2/2010 | 124,000 | 170 MAIN ST | 8/20/2010 | 420,000 |
| 382 GREAT RD B103 | 6/8/2010 | 85,000 | 71 MAIN ST | 2/26/2010 | 320,000 |
| 382 GREAT RD B302 | 5/18/2010 | 143,500 | 288 MAIN ST #1 | 8/9/2010 | 555,000 |
| 296 GREAT RD UNIT 5 | 8/16/2010 | 95,000 | 288 MAIN ST #2 | 8/3/2010 | 458,800 |
| 1 GREENWOOD LN | 7/12/2010 | 431,000 | 288 MAIN ST #3 | 2/24/2010 | 450,000 |
| 19 GRIST MILL RD | 8/23/2010 | 580,000 | 57 MAPLE ST | 5/21/2010 | 363,000 |
| 15 GRIST MILL RD | 9/13/2010 | 588,000 | 442 MASS AV #1 | 3/31/2010 | 250,000 |
| 80 HAMMOND ST | 8/2/2010 | 820,000 | 442 MASS AV #2 | 3/25/2010 | 154,000 |
| 88 HAMMOND ST | 7/29/2010 | 403,000 | 442 MASS AV #3 | 3/24/2010 | 140,000 |
| 96 HARRIS ST | 11/12/2010 | 270,000 | 442 MASS AV #4 | 4/2/2010 | 154,000 |
| 28 HARRIS ST #A1 | 5/14/2010 | 232,500 | 6 MEADOWBROOK RD | 12/15/2010 | 445,000 |
| 30 HARRIS ST #B5 | 11/15/2010 | 165,500 | 10 MEADOWBROOK RD | 11/24/2010 | 607,000 |
| 19 HARTLAND WY | 12/24/2010 | 334,190 | 205 MEADOWS EDGE | 12/20/2010 | 215,000 |
| 21 HARTLAND WY | 6/23/2010 | 310,000 | 53 MEYER HILL DR | 4/28/2010 | 448,000 |
| 27 HARTLAND WY #201 | 11/12/2010 | 160,000 | 39 MEYER HILL DR | 3/31/2010 | 415,000 |
| 52 HAYWARD RD | 8/30/2010 | 375,000 | 29 MEYER HILL DR | 9/22/2010 | 430,000 |
| 9 HAZELNUT ST | 6/28/2010 | 790,000 | 9 MILLDAM RD | 7/20/2010 | 649,900 |
| 9 HEALD RD | 10/29/2010 | 450,500 | 33 MINUTEMAN RD | 10/19/2010 | 439,585 |
| 3 HEATHER HILL RD | 6/25/2010 | 535,000 | 7 MUSKET DR | 11/9/2010 | 603,000 |
| 59 HIGH ST | 12/9/2010 | 437,500 | 103 NAGOG HILL RD | 6/24/2010 | 534,325 |
| 99 HIGH ST | 1/29/2010 | 370,000 | 33 NAGOG HILL RD | 5/27/2010 | 320,000 |
| 157 HIGH ST | 4/13/2010 | 412,000 | 38 NASH RD | 3/18/2010 | 398,000 |

| LOCATION | DATE | SALE | LOCATION | DATE | SALE |
|---------------------|------------|---------|-----------------------|------------|-----------|
| 39 NASHOBA RD | 9/10/2010 | 500,000 | 14 SAWMILL RD | 5/12/2010 | 621,000 |
| 15 NASHOBA RD | 6/11/2010 | 638,500 | 154 SCHOOL ST | 7/15/2010 | 642,000 |
| 97 NEWTOWN RD | 2/5/2010 | 350,000 | 197 SCHOOL ST | 1/29/2010 | 350,900 |
| 23 NEWTOWN RD | 12/2/2010 | 447,400 | 201 SCHOOL ST | 6/22/2010 | 362,000 |
| 6 NEWTOWN RD | 6/10/2010 | 386,000 | 69 SCHOOL ST | 8/12/2010 | 327,000 |
| 118 NONSET PA | 5/12/2010 | 461,000 | 256 SCHOOL ST | 6/16/2010 | 371,500 |
| 5 NORTH ST | 9/17/2010 | 479,000 | 56 SEMINOLE RD | 10/26/2010 | 487,000 |
| 12 NORTHBRIAR RD | 12/10/2010 | 533,000 | 2 SENECA RD | 5/12/2010 | 423,000 |
| 4 OLD MEADOW LN | 4/23/2010 | 421,250 | 5 SHADY LN | 9/17/2010 | 759,900 |
| 3 OLD OREGON TRL | 5/21/2010 | 603,000 | 16 SILVER HILL RD | 8/18/2010 | 600,000 |
| 614 OLD STONEBROOK | 10/12/2010 | 217,500 | 7 SIMON WILLARD RD | 10/15/2010 | 430,000 |
| 612 OLD STONEBROOK | 12/30/2010 | 205,000 | 3 SMART RD | 9/30/2010 | 371,000 |
| 533 OLD STONEBROOK | 6/25/2010 | 280,000 | 21 SQUIRREL HILL RD | 8/3/2010 | 781,000 |
| 436 OLD STONEBROOK | 7/6/2010 | 286,000 | 8 STACYS WY | 9/28/2010 | 877,500 |
| 19 OLD VILLAGE RD | 6/18/2010 | 650,000 | 2 STACYS WY | 7/6/2010 | 325,000 |
| 19 OLDE LANTERN RD | 6/25/2010 | 533,000 | 3 STONEYMEADE WY | 11/19/2010 | 730,000 |
| 11 OLDE SURREY DR | 3/4/2010 | 415,000 | 57 STONEYMEADE WY | 6/18/2010 | 890,000 |
| 6 OLDE SURREY DR | 11/22/2010 | 415,000 | 37 STONEYMEADE WY | 8/16/2010 | 900,000 |
| 201 PARKER ST | 3/29/2010 | 474,900 | 32 STONEYMEADE WY | 6/2/2010 | 1,115,000 |
| 208 PARKER ST | 2/17/2010 | 650,000 | 40 STRAWBERRY HILL RD | 6/10/2010 | 649,000 |
| 99 PARKER ST #1 | 6/29/2010 | 335,000 | 125 SUMMER ST | 7/15/2010 | 527,500 |
| 120 PARKER ST #26 | 7/6/2010 | 128,900 | 127 SUMMER ST | 4/9/2010 | 609,000 |
| 120 PARKER ST #35 | 8/30/2010 | 135,000 | 103 SUMMER ST | 7/1/2010 | 856,000 |
| 130 PARKER ST #J3 | 10/26/2010 | 145,000 | 4 SUTTON PL | 7/30/2010 | 800,000 |
| 130 PARKER ST #J5 | 10/20/2010 | 131,000 | 1 SWEETBRIAR WY | 5/3/2010 | 592,000 |
| 130 PARKER ST #J6 | 5/21/2010 | 148,000 | 69 TAYLOR RD | 10/8/2010 | 515,000 |
| 18 PATRIOTS RD | 6/25/2010 | 410,000 | 73 TAYLOR RD | 1/29/2010 | 395,000 |
| 5 PERKINS LN | 9/30/2010 | 710,000 | 4 TINSDALE DR | 3/26/2010 | 279,000 |
| 12 PHALEN ST | 3/26/2010 | 440,000 | 3 TORRINGTON LN | 12/28/2010 | 632,000 |
| 661 PHEASANT HILL | 5/25/2010 | 280,000 | 511 TUMBLING HAWK | 11/19/2010 | 272,000 |
| 80 PIPER RD | 11/8/2010 | 335,300 | 11 VANDERBELT RD | 12/30/2010 | 421,500 |
| 66 PIPER RD | 4/5/2010 | 469,000 | 1 WALNUT ST | 10/27/2010 | 735,000 |
| 60 PIPER RD | 1/21/2010 | 402,000 | 14 WALNUT ST | 6/23/2010 | 964,232 |
| 37 POPE RD | 4/23/2010 | 640,000 | 10 WALNUT ST | 9/16/2010 | 730,000 |
| 16 PRESTON WY | 1/11/2010 | 290,000 | 2 WALNUT ST | 5/25/2010 | 748,000 |
| 12 PRESTON WY | 8/4/2010 | 391,150 | 2 WAMPANOAG DR | 5/14/2010 | 557,500 |
| 124 PROSPECT ST | 3/9/2010 | 505,000 | 16 WAMPUS AVE #24 | 1/14/2010 | 185,000 |
| 139 PROSPECT ST #5 | 9/24/2010 | 545,000 | 16 WAMPUS AVE #33 | 12/28/2010 | 178,000 |
| 139 PROSPECT ST #7 | 1/19/2010 | 506,000 | 16 WAMPUS AVE #34 | 6/14/2010 | 189,000 |
| 159 PROSPECT ST #8 | 8/4/2010 | 597,500 | 64 WASHINGTON DR | 12/23/2010 | 534,600 |
| 8 PUTNAM RD | 7/26/2010 | 676,000 | 69 WASHINGTON DR | 8/3/2010 | 537,500 |
| 14 PUTNAM RD | 5/25/2010 | 665,000 | 115 WATERSIDE CLR | 4/21/2010 | 221,000 |
| 46 QUABOAG RD | 2/5/2010 | 424,000 | 4 WHEELER LN | 5/28/2010 | 365,000 |
| 6 QUAIL RUN | 5/28/2010 | 572,500 | 35 WILLOW ST | 11/19/2010 | 480,000 |
| 8 QUAIL RUN | 7/15/2010 | 400,000 | 9 WINGATE LN | 8/16/2010 | 1,190,000 |
| 54 QUARRY RD | 12/23/2010 | 665,000 | 8 WOODCHESTER DR | 12/30/2010 | 533,000 |
| 5 REEVE ST | 1/15/2010 | 748,000 | | | |
| 25 REVOLUTIONARY RD | 3/19/2010 | 684,000 | | | |
| 85 RIVER ST | 2/26/2010 | 580,000 | | | |
| 87 RIVER ST | 3/23/2010 | 556,000 | | | |
| 56 RIVER ST | 5/17/2010 | 425,000 | | | |
| 6 ROSE CT | 4/14/2010 | 531,500 | | | |
| 18 SAMUEL PARLIN DR | 12/1/2010 | 880,000 | | | |
| 4 SANDALWOOD RD | 3/18/2010 | 512,500 | | | |
| 5 SAWMILL RD | 6/17/2010 | 650,000 | | | |

ELIZABETH WHITE FUND

A permanent fund was bequeathed to the Town of Acton by George R. White [1847-1922] in memory of his mother Elizabeth White. The income from the fund is to be used "in relieving the necessities of the deserving poor and unfortunate. It shall be the duty of the Town to anticipate such necessity of aid and assistance by inquiry and investigation, in advance of the claims as far as possible, in order that sensitive and deserving people may receive assistance, who might, because of publicity, refrain from making an application for aid."

In 2011 a total of \$1,085 was granted to 30 applicants. The need continues to exceed the funds and it is hoped that individual contributions and improved White Fund earnings will provide more assistance for future applicants.

Trustees
Cornelia Huber
Peter Ashton
Andrea Miller

FINANCE COMMITTEE

The charter of Acton's Finance Committee as stated in the Town bylaws is to "consider any and all municipal questions for the purpose of making reports and recommendations...the Finance Committee shall include in its duties the review of and recommendations concerning the budget for the annual meeting, the review of and recommendations concerning any other matter of financial nature arising at the annual meeting or at any special meeting, and the preparation of long range fiscal plans for the Town." The Finance Committee fulfills this role in a variety of ways.

The Finance Committee generally meets twice a month and more frequently in preparation for the annual Town Meeting or for Special Town Meetings as appropriate. Finance Committee members serve on many standing committees and task forces including the Health Insurance Trust, the Acton 2020 Committee, and the South Acton Train Station Advisory Committee, among others. We have regular observers for the Board of Selectmen, the Economic Development Committee (EDC,) the Community Preservation Committee, the Acton Community Housing Corporation, and both the Acton Public and the Acton-Boxborough Regional School District committees.

In 2011, the Finance Committee sought to work in collaboration with the constituent boards as the budgets were developed. We engaged in the independent examination of the major budget expense drivers and the availability of revenues to assess the base budget prior to the discussion of new initiatives. The result of this work was the publica-

tion of the Finance Committee's "Point of View" which we circulated to our budget partners as guidance. Enhancing our work this year were presentations on financial operations by both Town and School staff, a joint meeting with the Board of Selectmen introducing their budget priorities, and presentations by the Superintendent of Schools and Schools Finance Director. The Finance Committee significantly benefits from this high level of interaction with the Town's elected officials and staff and we believe this model contributes to a greater understanding on all sides of the financial challenges before us.

This year the Finance Committee engaged in an effort by all members, organized into a number of focused subcommittees, to analyze a variety of important issues facing the town. The committee has called this our "White Papers Project," and it has already produced influential studies of Long Range Financial Planning and the funding of post-retirement health benefits (OPEB.) Several other initiatives are in the final re-write stage and will be issued in 2012.

The Vice Chair and the Clerk represent the Finance Committee on the Acton Leadership Group (ALG). This group, which includes members of the Board of Selectmen and the School Committee as well as representatives of the town and school administrations, uses a consensus process to formulate the annual budget proposal for Town Meeting and develops projections for planning purposes.

William Mullin, Chair
Doug Tindal, Vice Chair
Pat Clifford, Clerk
Clint Seward
Bob Evans
Paulina Knibbe
Steve Noone
Mary Ann Ashton
Maynard Brandon

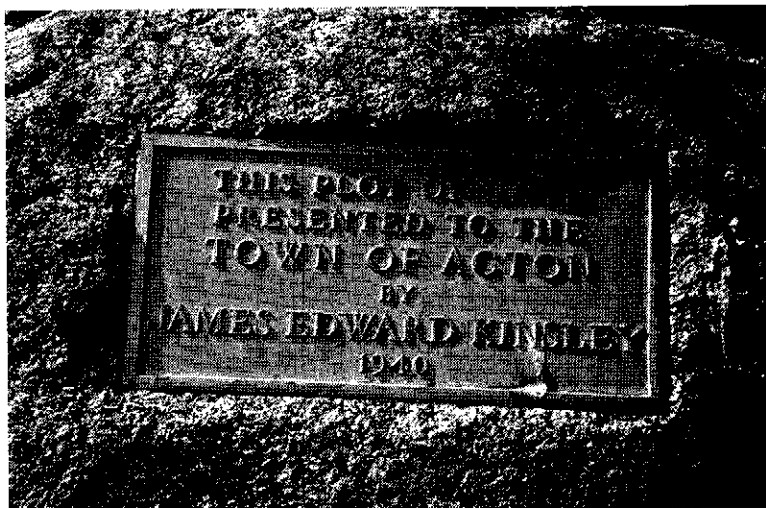
TOWN ACCOUNTANT

Attached are the Fiscal Year 2011 Department Object Budget and the Summary of Revenues, Expenditures, and Changes in Fund Balance.

Responsibility for the accuracy and completeness of the data presented rests with the Town. I believe the data, as presented, is accurate in all material respect, that it is presented in a manner designed to fairly set forth the financial position of the Town measured by the activity of its various funds.

Respectfully submitted,

Joseph S. Tassone
Town Accountant



The common in West Acton Center

| | A | B | C | D | E | F | G | H |
|----|----------------------------|----------------------|--------------------------|-----------------|------------------|---|---|---|
| 1 | | | | | | | | |
| 2 | | | | | | | | |
| 3 | | | TOWN OF ACTON | | | | | |
| 4 | | | DEPARTMENT OBJECT BUDGET | | | | | |
| 5 | | | YEAR ENDED JUNE 30, 2011 | | | | | |
| 6 | | | | | | | | |
| 7 | | | | | | | | |
| 8 | SUB ACCT | DESCRIPTION | FY2011 BUDGET | FY2011 EXPENDED | PERCENT EXPENDED | | | |
| 9 | | | | | | | | |
| 10 | ACCOUNTANT/COMPTROLLER | | | | | | | |
| 11 | 5100 | Personal Services | \$ 280,076 | \$ 215,932 | 77.10% | | | |
| 12 | 5200 | Services | \$ 200 | \$ 6,453 | 3226.70% | | | |
| 13 | 5400 | Supplies | \$ 300 | \$ 751 | 250.19% | | | |
| 14 | | DEPARTMENT TOTAL | \$ 280,576 | \$ 223,136 | 79.53% | | | |
| 15 | | | | | | | | |
| 16 | ASSESSORS | | | | | | | |
| 17 | 5100 | Personal Services | \$ 161,268 | \$ 161,868 | 100.37% | | | |
| 18 | 5200 | Services | \$ 21,800 | \$ 20,470 | 93.90% | | | |
| 19 | 5400 | Supplies | \$ 1,600 | \$ 1,352 | 84.51% | | | |
| 20 | | DEPARTMENT TOTAL | \$ 184,668 | \$ 183,690 | 99.47% | | | |
| 21 | | | | | | | | |
| 22 | BUILDING INSPECTOR | | | | | | | |
| 23 | 5100 | Personal Services | \$ 198,244 | \$ 184,753 | 93.19% | | | |
| 24 | 5200 | Services | \$ 1,035 | \$ 370 | 35.75% | | | |
| 25 | 5400 | Supplies | \$ 6,050 | \$ 6,960 | 115.05% | | | |
| 26 | | DEPARTMENT TOTAL | \$ 205,329 | \$ 192,083 | 93.55% | | | |
| 27 | | | | | | | | |
| 28 | TOWN CLERK | | | | | | | |
| 29 | 5100 | Personal Services | \$ 155,601 | \$ 164,312 | 105.60% | | | |
| 30 | 5200 | Services | \$ 600 | \$ 662 | 110.33% | | | |
| 31 | 5400 | Supplies | \$ 1,900 | \$ 810 | 42.62% | | | |
| 32 | | DEPARTMENT TOTAL | \$ 158,101 | \$ 165,784 | 104.86% | | | |
| 33 | | | | | | | | |
| 34 | CIVIL DEFENSE | | | | | | | |
| 35 | 5200 | Services | \$ 1,896 | \$ - | 0.00% | | | |
| 36 | 5400 | Supplies | \$ 2,834 | \$ 4,440 | 156.66% | | | |
| 37 | | DEPARTMENT TOTAL | \$ 4,730 | \$ 4,440 | 93.87% | | | |
| 38 | | | | | | | | |
| 39 | COA/COUNCIL ON AGING | | | | | | | |
| 40 | 5100 | Personal Services | \$ 216,713 | \$ 208,024 | 95.99% | | | |
| 41 | 5200 | Services | \$ 11,101 | \$ 9,312 | 83.89% | | | |
| 42 | 5400 | Supplies | \$ 6,441 | \$ 7,163 | 111.22% | | | |
| 43 | 5700 | Other Appropriations | \$ 500 | \$ 500 | | | | |
| 44 | | DEPARTMENT TOTAL | \$ 234,755 | \$ 225,000 | 95.84% | | | |
| 45 | | | | | | | | |
| 46 | COLLECTOR | | | | | | | |
| 47 | 5100 | Personal Services | \$ 94,502 | \$ 88,023 | 93.14% | | | |
| 48 | 5200 | Services | \$ 31,950 | \$ 52,764 | 165.15% | | | |
| 49 | 5400 | Supplies | \$ 3,000 | \$ 606 | 20.21% | | | |
| 50 | | DEPARTMENT TOTAL | \$ 129,452 | \$ 141,393 | 109.22% | | | |
| 51 | | | | | | | | |
| 52 | COMMISSION ON DISABILITIES | | | | | | | |
| 53 | 5200 | Services | \$ 1,423 | \$ - | 0.00% | | | |
| 54 | 5400 | Supplies | \$ 45 | \$ 65 | 144.56% | | | |
| 55 | | DEPARTMENT TOTAL | \$ 1,468 | \$ 65 | 4.43% | | | |
| 56 | | | | | | | | |
| 57 | DOC OFFICER | | | | | | | |
| 58 | 5100 | Personal Services | \$ - | \$ - | | | | |
| 59 | 5200 | Services | \$ 16,000 | \$ 12,274 | 76.71% | | | |
| 60 | | DEPARTMENT TOTAL | \$ 16,000 | \$ 12,274 | 76.71% | | | |
| 61 | | | | | | | | |
| 62 | DISPATCH | | | | | | | |
| 63 | 5100 | Personal Services | \$ 458,637 | \$ 393,847 | 85.87% | | | |
| 64 | 5400 | Supplies | \$ 2,000 | \$ 2,000 | 100.00% | | | |
| 65 | | DEPARTMENT TOTAL | \$ 460,637 | \$ 395,847 | 85.93% | | | |
| 66 | | | | | | | | |
| 67 | ELECTIONS | | | | | | | |
| 68 | 5100 | Personal Services | \$ 3,800 | \$ 3,226 | 84.89% | | | |
| 69 | 5200 | Services | \$ 46,300 | \$ 22,589 | 48.79% | | | |
| 70 | 5400 | Supplies | \$ 25,000 | \$ 11,469 | 45.88% | | | |
| 71 | | DEPARTMENT TOTAL | \$ 75,100 | \$ 37,284 | 49.65% | | | |
| 72 | | | | | | | | |

| | A | B | C | D | E | F | G | H |
|-----|------------------------|----------------------|--------------------------|-----------------|------------------|---|---|---|
| 3 | | | TOWN OF ACTON | | | | | |
| 4 | | | DEPARTMENT OBJECT BUDGET | | | | | |
| 5 | | | YEAR ENDED JUNE 30, 2011 | | | | | |
| 6 | | | | | | | | |
| 7 | | | | | | | | |
| 8 | SUB ACCT | DESCRIPTION | FY2011 BUDGET | FY2011 EXPENDED | PERCENT EXPENDED | | | |
| 73 | ENGINEERING | | | | | | | |
| 74 | 5100 | Personal Services | \$ 251,666 | \$ 147,430 | 58.58% | | | |
| 75 | 5200 | Services | \$ 12,650 | \$ 33,222 | 262.63% | | | |
| 76 | 5400 | Supplies | \$ 3,600 | \$ 2,904 | 80.67% | | | |
| 77 | 5800 | Capital Outlay | \$ - | \$ - | | | | |
| 78 | | DEPARTMENT TOTAL | \$ 267,916 | \$ 183,556 | 68.51% | | | |
| 79 | | | | | | | | |
| 80 | FINANCE DIRECTOR | | | | | | | |
| 81 | 5100 | Personal Services | \$ 212,310 | \$ 168,102 | 79.18% | | | |
| 82 | 5200 | Services | \$ 130,000 | \$ 120,204 | 92.46% | | | |
| 83 | 5400 | Supplies | \$ 73,000 | \$ 59,827 | 81.95% | | | |
| 84 | 5600 | Intergovernmental | \$ - | \$ - | | | | |
| 85 | 5700 | Other Appropriations | \$ 6,651,236 | \$ 5,535,822 | 83.23% | | | |
| 86 | 5900 | Debt Service | \$ 3,270,689 | \$ 3,072,741 | 93.95% | | | |
| 87 | | DEPARTMENT TOTAL | \$ 10,337,235 | \$ 8,956,695 | 86.64% | | | |
| 88 | | | | | | | | |
| 89 | FINANCE COMMITTEE | | | | | | | |
| 90 | 5200 | Services | \$ 500 | \$ 268 | 53.60% | | | |
| 91 | | DEPARTMENT TOTAL | \$ 500 | \$ 268 | 53.60% | | | |
| 92 | | | | | | | | |
| 93 | FIRE | | | | | | | |
| 94 | 5100 | Personal Services | \$ 2,481,890 | \$ 2,519,776 | 101.53% | | | |
| 95 | 5200 | Services | \$ 33,944 | \$ 16,187 | 47.69% | | | |
| 96 | 5400 | Supplies | \$ 69,882 | \$ 38,527 | 55.13% | | | |
| 97 | 5600 | Intergovernmental | \$ 2,800 | \$ 1,500 | 53.57% | | | |
| 98 | 5800 | Capital Outlay | \$ 20,000 | \$ 14,183 | 70.92% | | | |
| 99 | 5900 | Other Financing Uses | \$ - | \$ 27,686 | | | | |
| 100 | | DEPARTMENT TOTAL | \$ 2,608,516 | \$ 2,617,859 | 100.36% | | | |
| 101 | | | | | | | | |
| 102 | GREEN ADVISORY BOARD | | | | | | | |
| 103 | 5100 | Personal Services | \$ - | \$ 623 | | | | |
| 104 | 5200 | Services | \$ 9,800 | \$ 7,706 | 78.63% | | | |
| 105 | 5400 | Supplies | \$ 200 | \$ 1,671 | 835.50% | | | |
| 106 | | DEPARTMENT TOTAL | \$ 10,000 | \$ 10,000 | 100.00% | | | |
| 107 | | | | | | | | |
| 108 | | | | | | | | |
| 109 | HEALTH | | | | | | | |
| 110 | 5100 | Personal Services | \$ 177,209 | \$ 190,318 | 107.40% | | | |
| 111 | 5200 | Services | \$ 51,207 | \$ 45,709 | 89.26% | | | |
| 112 | 5400 | Supplies | \$ 1,200 | \$ 8,872 | 739.31% | | | |
| 113 | | DEPARTMENT TOTAL | \$ 229,616 | \$ 244,899 | 106.66% | | | |
| 114 | | | | | | | | |
| 115 | HIGHWAY | | | | | | | |
| 116 | 5100 | Personal Services | \$ 934,233 | \$ 923,675 | 98.87% | | | |
| 117 | 5200 | Services | \$ 501,353 | \$ 591,850 | 118.05% | | | |
| 118 | 5400 | Supplies | \$ 515,918 | \$ 557,676 | 108.09% | | | |
| 119 | 5700 | Other Appropriations | \$ 19,740 | \$ 8,468 | 42.90% | | | |
| 120 | 5800 | Capital Outlay | \$ 285,861 | \$ 290,278 | 101.51% | | | |
| 121 | | DEPARTMENT TOTAL | \$ 2,257,205 | \$ 2,371,947 | 105.08% | | | |
| 122 | | | | | | | | |
| 123 | HISTORICAL COMMISSION | | | | | | | |
| 124 | 5200 | Services | \$ 200 | \$ - | 0.00% | | | |
| 125 | 5400 | Supplies | \$ 180 | \$ - | 0.00% | | | |
| 126 | | DEPARTMENT TOTAL | \$ 380 | \$ - | 0.00% | | | |
| 127 | | | | | | | | |
| 128 | HUMAN RESOURCES | | | | | | | |
| 129 | 5100 | Personal Services | \$ 157,472 | \$ 182,676 | 116.01% | | | |
| 130 | 5200 | Services | \$ 37,355 | \$ 30,437 | 81.48% | | | |
| 131 | 5400 | Supplies | \$ 2,690 | \$ 251 | 9.36% | | | |
| 132 | 5700 | Other Appropriations | \$ 50,000 | \$ 48,442 | 96.88% | | | |
| 133 | | DEPARTMENT TOTAL | \$ 247,507 | \$ 261,806 | 105.78% | | | |
| 134 | | | | | | | | |
| 135 | INFORMATION TECHNOLOGY | | | | | | | |
| 136 | | Personal Services | \$ 257,680 | \$ 284,702 | 110.49% | | | |
| 137 | 5200 | Services | \$ 851,358 | \$ 815,850 | 95.83% | | | |
| 138 | 5400 | Supplies | \$ - | \$ 57 | | | | |
| 139 | 5800 | Capital Outlay | \$ 70,000 | \$ 70,000 | 100.00% | | | |
| 140 | | DEPARTMENT TOTAL | \$ 1,179,038 | \$ 1,170,609 | 99.29% | | | |
| 141 | | | | | | | | |
| 142 | | | | | | | | |

| | A | B | C | D | E | F | G | H |
|-----|----------------------------|----------------------|--------------------------|-----------------|------------------|---|---|---|
| 3 | | | TOWN OF ACTON | | | | | |
| 4 | | | DEPARTMENT OBJECT BUDGET | | | | | |
| 5 | | | YEAR ENDED JUNE 30, 2011 | | | | | |
| 6 | | | | | | | | |
| 7 | | | | | | | | |
| 8 | SUB ACCT | DESCRIPTION | FY2011 BUDGET | FY2011 EXPENDED | PERCENT EXPENDED | | | |
| 143 | TOWN MANAGER | | | | | | | |
| 144 | 5100 | Personal Services | \$ 419,467 | \$ 415,331 | 99.01% | | | |
| 145 | 5200 | Services | \$ 857,264 | \$ 1,089,526 | 127.02% | | | |
| 146 | 5400 | Supplies | \$ 25,700 | \$ 15,995 | 62.24% | | | |
| 147 | 5800 | Capital Outlay | \$ 2 | \$ 4 | 200.00% | | | |
| 148 | | DEPARTMENT TOTAL | \$ 1,102,433 | \$ 1,500,856 | 136.14% | | | |
| 149 | | | | | | | | |
| 150 | MEMORIAL LIBRARY | | | | | | | |
| 151 | 5100 | Personal Services | \$ 908,667 | \$ 906,093 | 99.72% | | | |
| 152 | 5200 | Services | \$ 44,950 | \$ 43,779 | 97.40% | | | |
| 153 | 5400 | Supplies | \$ 180,350 | \$ 189,641 | 105.16% | | | |
| 154 | 5700 | Other Appropriations | \$ - | \$ - | - | | | |
| 155 | | DEPARTMENT TOTAL | \$ 1,133,967 | \$ 1,139,413 | 100.48% | | | |
| 156 | | | | | | | | |
| 157 | TOWN MEETING MODERATOR | | | | | | | |
| 158 | 5100 | Personal Services | \$ 209 | \$ 80 | 38.28% | | | |
| 159 | | DEPARTMENT TOTAL | \$ 209 | \$ 80 | 38.28% | | | |
| 160 | | | | | | | | |
| 161 | MUNICIPAL PROPERTIES | | | | | | | |
| 162 | 5100 | Personal Services | \$ 472,087 | \$ 465,312 | 98.56% | | | |
| 163 | 5200 | Services | \$ 837,736 | \$ 772,431 | 92.20% | | | |
| 164 | 5400 | Supplies | \$ 52,475 | \$ 43,098 | 82.13% | | | |
| 165 | 5800 | Capital Items | \$ 55,000 | \$ 165,201 | 300.36% | | | |
| 166 | | DEPARTMENT TOTAL | \$ 1,417,298 | \$ 1,446,042 | 102.03% | | | |
| 167 | | | | | | | | |
| 168 | NATURAL RESOURCES/CEMETERY | | | | | | | |
| 169 | 5100 | Personal Services | \$ 559,523 | \$ 550,372 | 98.36% | | | |
| 170 | 5200 | Services | \$ 22,776 | \$ 34,316 | 150.67% | | | |
| 171 | 5400 | Supplies | \$ 28,670 | \$ 25,842 | 89.84% | | | |
| 172 | 5800 | Capital Items | \$ - | \$ - | - | | | |
| 173 | | DEPARTMENT TOTAL | \$ 610,969 | \$ 610,330 | 99.90% | | | |
| 174 | | | | | | | | |
| 175 | PLANNING BOARD | | | | | | | |
| 176 | 5100 | Personal Services | \$ 245,225 | \$ 245,856 | 100.26% | | | |
| 177 | 5200 | Services | \$ 3,150 | \$ 5,208 | 165.32% | | | |
| 178 | 5400 | Supplies | \$ 2,007 | \$ 1,463 | 72.90% | | | |
| 179 | | DEPARTMENT TOTAL | \$ 250,382 | \$ 252,527 | 100.86% | | | |
| 180 | | | | | | | | |
| 181 | | | | | | | | |
| 182 | POLICE | | | | | | | |
| 183 | 5100 | Personal Services | \$ 2,834,892 | \$ 2,641,991 | 93.20% | | | |
| 184 | 5200 | Services | \$ 38,530 | \$ 55,490 | 144.02% | | | |
| 185 | 5400 | Supplies | \$ 52,500 | \$ 42,967 | 81.84% | | | |
| 186 | 5800 | Capital Outlay | \$ 159,500 | \$ 151,010 | 94.68% | | | |
| 187 | | DEPARTMENT TOTAL | \$ 3,086,422 | \$ 2,891,458 | 93.68% | | | |
| 188 | | | | | | | | |
| 189 | PUBLIC CELEBRATIONS | | | | | | | |
| 190 | 5100 | Personal Services | \$ - | \$ 10,342 | - | | | |
| 191 | 5200 | Services | \$ 11,425 | \$ 10,131 | 88.67% | | | |
| 192 | 5400 | Supplies | \$ - | \$ 3,492 | - | | | |
| 193 | | DEPARTMENT TOTAL | \$ 11,425 | \$ 23,965 | 209.76% | | | |
| 194 | | | | | | | | |
| 195 | VETERANS SERVICE | | | | | | | |
| 196 | 5100 | Personal Services | \$ 5,155 | \$ 4,422 | 85.77% | | | |
| 197 | 5200 | Services | \$ 350 | \$ 431 | 123.27% | | | |
| 198 | 5400 | Supplies | \$ 200 | \$ 35 | 17.50% | | | |
| 199 | 5700 | Other Appropriations | \$ 60,000 | \$ 65,113 | 108.52% | | | |
| 200 | | DEPARTMENT TOTAL | \$ 65,705 | \$ 70,001 | 106.54% | | | |
| 201 | | | | | | | | |
| 202 | WEST ACTON LIBRARY | | | | | | | |
| 203 | 5100 | Personal Services | \$ 39,808 | \$ 38,898 | 97.72% | | | |
| 204 | 5200 | Services | \$ - | \$ - | - | | | |
| 205 | 5400 | Supplies | \$ 7,160 | \$ 7,282 | 101.70% | | | |
| 206 | | DEPARTMENT TOTAL | \$ 46,968 | \$ 46,179 | 98.32% | | | |
| 207 | | | | | | | | |
| 208 | ZONING BOARD OF APPEALS | | | | | | | |
| 209 | 5200 | Services | \$ - | \$ 44 | - | | | |
| 210 | 5400 | Supplies | \$ 190 | \$ - | 0.00% | | | |
| 211 | | DEPARTMENT TOTAL | \$ 190 | \$ 44 | 23.26% | | | |
| 212 | | | | | | | | |
| 213 | TOTAL | | \$ 26,614,497 | \$ 25,378,529 | 95.36% | | | |

Town of Acton, Massachusetts
Governmental Funds
Statement of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year Ended June 30, 2011

| | <u>General</u> | <u>Community Preservation</u> | <u>Nonmajor Governmental Funds</u> | <u>Total Governmental Funds</u> |
|---|----------------------|-----------------------------------|--|---|
| Revenues: | | | | |
| Property Taxes | \$ 65,003,456 | \$ 757,134 | \$ - | \$ 65,760,590 |
| Tax Liens | 248,123 | - | - | 248,123 |
| Excises | 2,702,506 | - | - | 2,702,506 |
| Penalties and Interest | 323,733 | - | - | 323,733 |
| Licenses and Permits | 183,246 | - | - | 183,246 |
| Fees and Other Departmental | 717,439 | - | - | 717,439 |
| Intergovernmental | 11,450,403 | 202,879 | 2,666,885 | 14,320,167 |
| Charges for Services | 19,792 | - | 2,819,354 | 2,839,146 |
| Fines and Forfeits | 129,828 | - | - | 129,828 |
| Earnings on Investments | 130,319 | 21,994 | 100,243 | 252,556 |
| In Lieu of Taxes | 11,771 | - | - | 11,771 |
| Contributions | - | - | 697,835 | 697,835 |
| Miscellaneous | 184,693 | - | - | 184,693 |
| Total Revenues | <u>81,105,309</u> | <u>982,007</u> | <u>6,284,317</u> | <u>88,371,633</u> |
| Expenditures: | | | | |
| Current | | | | |
| General Government | 5,988,343 | 1,267,631 | 1,036,038 | 8,292,012 |
| Public Safety | 6,118,015 | 148 | 893,071 | 7,011,234 |
| Education | 53,225,081 | - | 3,655,550 | 56,880,631 |
| Intergovernmental | 221,957 | - | - | 221,957 |
| Highways and Public Works | 3,011,836 | - | 938,981 | 3,950,817 |
| Human Services | 1,266,903 | 2,318 | 353,272 | 1,622,493 |
| Culture and Recreation | 1,231,108 | 6,098 | 336,840 | 1,574,046 |
| Employee Benefits | 5,534,807 | - | - | 5,534,807 |
| Debt Service | 2,991,139 | - | - | 2,991,139 |
| Total Expenditures | <u>79,589,189</u> | <u>1,276,195</u> | <u>7,213,752</u> | <u>88,079,136</u> |
| Excess of Revenues Over (Under) Expenditures | <u>1,516,120</u> | <u>(294,188)</u> | <u>(929,435)</u> | <u>292,497</u> |
| Other Financing Sources (Uses): | | | | |
| Operating Transfers In | 1,011,471 | 170,000 | 348,686 | 1,530,157 |
| Operating Transfers (Out) | (568,686) | (35,971) | (83,000) | (687,657) |
| Total Other Financing Sources (Uses) | <u>442,785</u> | <u>134,029</u> | <u>265,686</u> | <u>842,500</u> |
| Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses | <u>1,958,905</u> | <u>(160,159)</u> | <u>(663,749)</u> | <u>1,134,997</u> |
| Fund Balance, Beginning | 10,293,477 | 5,327,815 | 8,750,022 | 24,371,314 |
| Fund Balance, Ending | <u>\$ 12,252,382</u> | <u>\$ 5,167,656</u> | <u>\$ 8,086,273</u> | <u>\$ 25,506,311</u> |

The Notes to the Financial Statements
are an Integral Part of this Exhibit.

HUMAN SERVICES

COMMISSION ON DISABILITY

This year the commission met its mission statement (quoted in bold) by:

“Advocating for the needs and rights of people with disabilities and their families”

- Successfully getting a bylaw changed to increase the amount of the fine for violating a parking spot reserved for persons with HP placards
- Another COD member was sent to be trained in evaluating public buildings for accessibility
- Reviewing building projects that were requesting variance on the State Architectural Access Board's Accessibility regulations
- Sent another member to be trained in how to monitor for AAB accessible building regulations
- Keeping inclusion in the forefront of community projects like Acton 2020 and the Minute Van
- Working with the Town on Emergency preparation and evacuation plans
- Met with Town Moderator and Town Clerk to review access issues at Town Meeting

“Acting as a resource for education around the needs of PWD and their families”

- Created social activities, including hosting trip to statewide ADA celebration, in order to build community and discover first hand what our population considers necessary in Acton
- As usual, our table at Oktoberfest was well attended, and many people were directed to appropriate resources for their current problems. We made contact with Actonians who had an interest in helping us with our work.
- We also, for the first time, held an information table at the Acton- Boxborough Farmer's Market with such good results, we are hoping to do it twice next summer

- We received far fewer calls from those seeking solutions to transportation issues. This can be attributed, in part, to the availability of the new Minute Van service

“Ensuring that Acton meets the laws, regulation, and guidelines set down by federal, state, and local bodies”

- Reviewed ADA regulations with Town Departments following citizen complaints
- In the interests of transparency and easy reference, all variance materials for cases past and current are now available on Docushare

Members:
Lisa Franklin, chair
Brenda Viola
Wen Li
Dan Factor
Joy Kohout

COMMUNITY HOUSING CORPORATION

The Acton Community Housing Corporation (ACHC) is appointed by the Board of Selectmen in accordance with special legislation granted by Home Rule petition in 1996. ACHC's mission is to facilitate the creation of affordable housing opportunities with priority given to Acton residents and employees working in Acton.

ACHC meets on a monthly basis to review proposed affordable housing projects, discuss ways to acquire additional affordable units, develop programs to assist first time homebuyers, and act as the liaison to the town for affordable housing developers. ACHC has five full members and one associate member with openings for additional associate members.

Comprehensive Permits (40B)

A five unit 40B development at 99 Parker Street, approved in 2010, was completed in November. Two affordable single family homes were sold to income eligible households.

One application for a comprehensive permit came before the ACHC in 2011 and involved almost six months of discussion and review. Acton Meadows, located at 263-

65 Great Rd., is a DHCD Local Initiative Program (LIP) project also called a Friendly 40B. The developer is Steve Steinberg and his consultant/architect is Peter Conant. There are two existing houses on the property, which will remain and be renovated. One will be offered to Habitat for Humanity for rehabilitation by volunteers. Twenty-two new small single family homes and one duplex will be constructed on the 5.47 acre site. The duplex will be purchased for the Acton Housing Authority by ACHC using CPA funds. They will use the two units for their low income rental program. Seven of the units will be deed restricted affordable units. The homes will be a mixture of Colonial and Greek revival designs ranging from 1300-2500sf of living area. The development has been recommended by ACHC and the Board of Selectmen and is now under review by the MA Department of Housing and Community Development (DHCD) before returning to the Zoning Board of Appeals, the comprehensive permit granting board.

The Acton Housing Authority's expansion of McCarthy Village on Sachem Way has been funded by DHCD. ACHC has granted the project an additional \$20,000 to provide enhanced landscaping and buffering.

The Old High School Commons (Towne Building) Reuse.

The plans to develop the Towne Building (Old High School Commons) into 15 units of low income rentals finally became reality this year after 10 years of trying. The selected developer, Steve Joncas of Common Ground Development, received full funding from Town housing gift funds, state and federal programs, and local banks. A groundbreaking was held in September and occupancy is expected by the summer of 2012. There will be 15 rental units, three 1- bedroom, nine 2-bedroom and three 3-bedrooms, all of them affordable. This project is the crown jewel of affordable housing advocates and supporters in the Town. It will be a magnificent monument to preservation and perseverance. There is already great interest among future tenants, many of them local alumni of the old high school.

Resale - Fort Pond Brook Place

A three-bedroom townhouse unit in Fort Pond Brook Place was sold by its first time homebuyer. This is a rare occurrence for re-sales to take place. ACHC hired a lottery agent and provided funds to buy down the price to a more affordable level as well as granting closing cost assistance to the new income eligible buyers.

Capital Improvement Program

ACHC funded a request by a deed restricted unit owner for assistance in repairing rotting window sills in her unit. The exterior of the units at this development are not covered by the Condo Association. CPA funds can be used to preserve deed restricted units.

Vacant existing deed restricted unit

The ACHC continues to monitor a vacant deed restricted property on Massachusetts Ave. that was threatened with foreclosure in 2007 but blocked by the Town. This continues to be unresolved. Habitat for Humanity is interested in acquiring the unit if the title can be cleared. ACHC and Town Counsel continue to work on the multiple problems involved with this unit and it remains vacant.

CPA requests

ACHC was granted \$150,000 by the Community Preservation Committee and Town Meeting in 2011 to be added to the existing Community Housing Program Fund for "the acquisition, creation, preservation, and support of community housing in the Town of Acton."

This Program Fund is used to finance new affordable housing initiatives such as: the Condo Buy-Down program began in 2007; minor capital upgrades for existing deed restricted units as part of the resale process; to contract with a marketing agent to handle the resale of existing units to income eligible buyers; and to partner with the Acton Housing Authority to buy existing condo units for the AHA's low income rental program. ACHC has also developed a Down Payment and Closing Cost Assistance Program that has assisted 14 first time homebuyers purchase a deed restricted unit. This fund will be used to purchase the duplex units at Acton Meadows for the Acton Housing Authority.

ACHC has requested \$40,000 in 2012 CPA funding to cover the two-year cost of joining a Regional Housing Services Office, administered by the Sudbury Housing Trust. Currently six municipalities share the regulatory services, which include monitoring of ownership and rental developments, reconciling municipal records with DHCD's records, and creating and managing a regional Ready Buyer List. A letter of interest has been filed for Acton's inclusion as a member town as of July 1st, 2012.

Acton 2020

ACHC members have participated in the Acton 2020 process giving input on the need for affordable housing at public meetings and 2020 committee meetings. ACHC has been given an opportunity to comment on goals and objectives on the issue of affordable housing. ACHC funded the housing piece of the Comprehensive Plan inventory phase.

Administration

- File Scanning. All of the ACHC files have been scanned by Iron Mountain and were uploaded to the Town website early in the year. This has proved to be extremely helpful in gaining remote access to information.

- United Way organized individual sessions on Financial Literacy with the help of ACHC. They were provided by the Worker's Credit Union in July. The sessions offered both information on financial issues and counseling as needed. Affordable homeowners were notified by ACHC.
- Banking. The ACHC treasurer has enhanced our banking needs by creating a business checking account and electronic reporting access.

Affordable Unit count for 2011

The current total of subsidized housing units in Acton as of December 2011 is 549, of which 48 are affordable home ownership units and 314 are counted as affordable rentals but only 78 are actually affordable. The rest of the units in the inventory are either Acton Housing Authority units or state group homes. This represents 6.4% of the 8475 total housing units in the town counted as officially affordable.

We would like to thank the Board of Selectmen and Town Staff for their ongoing support of the ACHC. As Chairman, I would especially like to thank our very loyal and talented committee members. Without their dedication, there would be little progress made in the affordable housing effort.

Members:

Nancy Tavernier, Chair
 Bob Van Meter Vice Chair
 Jennifer Patenaude, Treasurer
 Bernice Baran
 Corrina Roman-Kreuze
 Dan Buckley (Associate Member)

COMMUNITY SERVICES COORDINATOR

The position of Community Services Coordinator was created to connect Acton Residents in need with local and State supported resources. Since January 2011 there were 787 face- to- face encounters. Coordination of these services takes place through office visits and regular attendance at local food pantries, community suppers and meetings.

Residents seeking services include, but are not limited to, the following: food assistance, health insurance information, fuel assistance, utility bill assistance, housing assistance, behavioral health referrals and general support. Information and referral via telephone was also an integral means of providing resources to individuals and families. Over 1394 phone contacts were received for information and referral.

The SERVE Program continues to provide assistance to individuals through emergency food and gasoline vouchers. SERVE, an acronym that stands for Serving Residents through Voluntary Efforts, was created to fill a need for emergency assistance and provide a safety net within the town. As it exists, Town Employees voluntary choose to donate an amount from their paycheck. To date Town Employees contribute \$5,000 annually. The SERVE Program also receives donations from local churches and individuals.

Through the generosity of individuals, churches and local banks, forty-five Acton families were provided with Holiday Assistance in the form of gift cards and toys. Toys donated to Toys for Tots were also bought back into the community to assist families in need.

Community members and Town Departments continue to provide ongoing support to this position. Sincere thanks and appreciation are extended to the following: Nursing, Police, Fire, Board of Health, Human Resources, Council on Aging, Acton Community Housing Corporation, Board of Selectmen and the Town Manager for their ongoing support and dedication to this position.

Laura Ducharme,
 Community Services Coordinator

COUNCIL ON AGING

The mission of the Acton Council on Aging is to advocate for seniors by enhancing their quality of life and independence through programs and services designed to address their health and economic concerns as well as social and cultural interests.

The Senior Center, located at 50 Audubon Drive, provides programs and services to Acton residents 60 and over as well as information and referrals for residents of any age with concerns about aging relatives, neighbors and friends.

Programs

The Senior Center is open Monday through Friday from 8-5 and provides a gathering place where seniors enjoy social, recreational, health, and educational activities. Regular activities include aerobics, Tai Chi, computer classes, knitting/crocheting, quilting, movies, drawing, painting, bridge lessons, card and board games, genealogy, book discussion groups, and jewelry workshops. Other programs offered this year were musical and theatrical performances and lifelong learning programs including lectures on: Eastern Religions, Shakespeare, American Artists, Mount Rushmore, and Historical Events on the Radio.

Various day trips included the Isle of Shoals Cruise, Mystic Seaport, the Art of Americas Wing at the MFA, Castle in the Clouds, and Robert Frost Farm.

Financial, legal and health programs provide up to date information for seniors coping with the varied challenges of growing older. Some of the programs offered included; Safe Driving, Vision Screenings, a Bereavement support group, a 6-week Healthy Eating program, Stroke awareness, Cooking demonstrations, an Alternative Health Fair and a Senior Resource Fair.

Expansion

The Senior Center Building Committee was appointed this year to continue the work the Senior Center Expansion Committee begun four years ago. The current Senior Center, which opened in 1994, consists of one large multi purpose room, a dining room and office space. Due to the growth of Acton's senior population and the increased number of programs offered, the challenge for adequate program, private meeting space and parking has increased. The Senior Center is identified as one of the Town's emergency shelters and was utilized for five days during October's snow storm. Plans for the new Senior Center will include the ability to also function as a shelter. More information can be found on this committee in this Annual Report.

Funding

The COA budget is funded primarily by the Town. An annual allocation from the State Executive Office of Elder Affairs allowed us to add both Zumba and yoga classes to our schedule and hire a part-time Health and Wellness Coordinator. Through this position we are able to offer many health related programs. The Friends of the Council on Aging fund numerous classes, programs, special events, and day trips. They also administer the Emergency Fuel Assistance Fund and mail the "File of Life" to each senior's home. Their active fundraising and strong support enable almost all of our programs to be offered free of charge to Acton seniors. The Friends receive support from the senior community, area businesses and the Acton Boxborough United Way.

The COA received grants from the Northwest Suburban Health Alliance/CHNA which was utilized to present an evening lecture series on Alzheimer's disease and the Witter Bynner Foundation for Poetry which supported a six week reflective writing course.

Meals

The Minuteman meal site hosts weekday lunches at the Senior Center and this year provided over 4,500 home delivered meals to seniors. Joy Agule is the Minuteman Senior Services Dining Coordinator. Monthly COA breakfasts provide opportunities for other Town departments,

legislators and local organizations to update us on senior issues while seniors enjoy a hearty breakfast and good conversation. Two new luncheon programs were initiated this year. A monthly catered lunch from The Inn at Robbins Brook is brought on site for the seniors to enjoy. The most popular however, is the Town Employee lunch. Once a month a different Town Department volunteers to cook and serve a delicious meal at the Center.

Services

Bi-weekly "Wellness Clinics" provided by Acton Public Health Nursing Service offer individual attention to senior residents who come for blood pressure checks or with questions about new medications, etc. Monthly podiatry clinics are also provided by the Friends of the Acton Nursing Service.

Health insurance counseling and workshops are provided through Minuteman Senior Services by the Acton SHINE program (Serving Health Information Needs of Elders). The COA Outreach Coordinator provides resource information in areas of housing, legal and financial assistance, adult day care, home health services, residential care facilities, and Alzheimer's care. Residents receive help preparing fuel assistance applications as well as accessing other state and local assistance programs.

Friendly Visitors provide companionship to isolated seniors. The RUOK phone check-in program is coordinated with the Acton Police Department. The Handyman program meets the requests of seniors for minor home repairs. Our Durable Medical Equipment Loan program is greatly appreciated by the community, as we recycle used equipment in excellent condition to those who have a temporary or permanent need for it.

Two LRTA (Lowell Regional Transit Authority) vans, with wheelchair accessibility, transport seniors and disabled adults within the towns of Acton, Concord and Maynard. The Council on Aging staffs and schedules one van and the other is administered by the LRTA. The vans run weekdays 8:00 - 4:00. Fares are \$1.00 each way within Acton, and \$1.50 each way out of town.

Information about all programs, classes and services is detailed in the Acton Senior Bulletin which is sent to all Acton seniors. The newsletter is also available on the Town's website, can be e mailed or picked up at the Senior Center which cuts down on our printing and postage costs.

Volunteers

The Senior Center has over 160 volunteers who together have worked over 4,400 hours. Without our incredible volunteers we would not be able to provide the services we do. Volunteers deliver meals to homebound seniors, help serve special luncheons, teach classes, do

minor home repairs, prepare the monthly breakfast, create quilts, hats and mittens to donate to those in need. They also provide tax assistance, legal counseling, prepare the newsletter for mailing, answer office phones, organize our library, and are Friendly Visitors.

The Council on Aging Board meets the second Monday of each month at 3:45 in the Senior Center. Those currently serving on the Board are Chair, Barbara Tallone, Charles Aaronson, Stephen Baran, Ann Corcoran, Pat Ellis, Jim Papachristo, Sally Thompson, Paul Turner, Barbara Willson, liaison from Police Department, Ray Grey and liaison from Board of Selectmen, Mike Gowing.

The Acton Lions Club and Acton-Boxborough Rotary Club provide seasonal dinner events for over 100 seniors. Theater III offers free dress rehearsals. High school students deliver buckets of "safety sand" to seniors' homes and do lawn work in the spring and fall. The Salvation Army, Food Pantry and the Friends of the Acton COA assist seniors in need. The Acton Women's Club, school groups, area church groups and private citizens donate gifts at the holidays.

THANK YOU to all who have volunteered their time, energy and skills to enhance the well being of Acton's seniors.

The dedication of the Council on Aging Staff should also be commended.

Chris Chirokas- Program Coordinator
Priscilla Cotter - Van Driver
Beverly Hutchings – Outreach and Volunteer Coordinator
Liz Jewell - Health and Wellness Coordinator
Judy Peters - Assistant to the Director and Van Dispatcher
Ron Paskavitz - Van Driver
Mary Lou Repucci - Staff Assistant
Terri Zaborowski - Exercise Instructor

Sharon Mercurio
Council on Aging Director

HEALTH INSURANCE TRUST

The Acton Health Insurance Trust is a joint purchasing agency of the Town of Acton and the Acton-Boxborough Regional School District. The Trust provides health insurance for town and school employees and retirees. Approximately two-thirds of the insured are school employees and one third of the insured are municipal employees. There are five Trustees, the treasurers of the Town and the Regional schools and a member of the Board of Selectmen, the Regional School Committee, and the Acton Finance Committee.

The Trust employs a health insurance consultant, Cook and Company, whose representative, Peter Savage, attends all meetings of the Trust. The Trust employs an accountant, Borgatti Harrison, to provide treasury services including receipt and disbursements of funds, billing of retirees, investment of cash and provision of monthly income statements and balance sheets to Trustees. The Trust is annually audited by Bill Fraher, CPA.

The Trust offers four different insurance products to active employees and non-Medicare retirees, Master Health Plus, a Blue Cross PPO (both considered indemnity plans) and two HMOs, one with Blue Cross and one with Harvard Pilgrim. For these plans the Trust is self-insured. That means that all employee health costs are paid by the Trust and not by the insurance companies which administer them for the Trust. The companies are paid a percentage fee for their administrative services. Downside risk to the Trust is minimized by the purchase of stop-loss insurance, which the Trust bids and buys on a yearly basis. The Trustees set the premium rates annually based on municipal and school experience. Assuming that the reserves of the Trust are of an appropriate magnitude, the health insurance rates are set so that revenues will equal expected expenses.

In addition, for Medicare retirees, the Trust offers self-insured Medex as well as a premium-paid Medicare advantage plan. Except for the two Medicare plans, the plan designs have been negotiated by the Town Manager and the School Committees with their unions.

In Fiscal 11, 708 individuals and 565 families received health insurance (March, 2011 enrollment), through the Trust. Excluding Medicare enrollment, 87 percent of the contracts were for HMO plans. In fiscal 2012 HMO enrollment has increased to over 90 percent.

With the passage of Chapter 69 affecting the circumstances under which Towns and Regional Schools can negotiate health insurance with their unions, the Health Insurance Trust was asked to commission a study of potential savings in health costs if changes were made to plan design or from joining the state's insurance program (GIC).

The Segal Company conducted the study for the Trust. Its results were considered by the Trust which reported on its conclusions at a joint meeting of the Selectmen and the Regional School Committee in November. The Trust recommended that they seek a minimum number of unified plan designs via Chapter 69, but that attempting to move employees into the state GIC program should not be done.

The Trust experienced unanticipated positive results during fiscal year 2011. Insurance rates had been set to allow the net assets (reserves) to decrease modestly. Total revenues rose by 6.5 percent to \$15,061,001. Total operating expenses were \$14,429,299 while health claims and administration expenses of \$13,944,451 rose by only 1.9 percent. This was an unexpectedly small amount, lower than the Trust has previously experienced. And one that is not apt to be repeated. Associated with this abnormally low increase in costs, unrestricted net assets increased much more than expected. They rose by \$653,912 to \$3,615,040. At the end of FY 11 net assets were 25.9 percent of liabilities which excluded funds to pay claims incurred during FY 11 but not yet submitted for payment (IBNR). Additional financial details may be seen in the annual audit.

Members:

Robert Evans Jr., Chair
Mike Gowing
John Murray
John Petersen
Sharon (Tess) Summers, Secretary



Selectmen Lauren Rosenzweig-Morton, Bob Whittlesey (AHA), Nancy Tavernier (ACHC), State Rep. Cory Atkins, Developer Steve Joncas, Charlotte Weatherbee, High School alumnae from the Towne building.

ACTON HOUSING AUTHORITY

During the calendar year of 2011 the Acton Housing Authority (AHA) placed 30 new local households, (6 families, 9 single disabled and 15 seniors) in affordable rental housing. Many of these households were referred to the AHA by the Town's Community Resource Coordinator and Council on Aging. The AHA works closely with Town agencies to coordinate services to our residents and applicants. We are grateful for the support of the Acton Boxborough United Way which provides resources so that we can coordinate services to residents who live in our State public housing with other local service providers.

The AHA has been making improvements to green our buildings and reduce our utility costs. We had an energy audit of our units on Windsor Avenue and Sachem Way. NSTAR replaced all of the old lights and ballasts in our developments with energy efficient products. We also received Federal ARRA funds to replace all the existing gas boilers with energy efficient models. In 2012 we will continue to replace all the remaining toilets with low-flow toilets and shower heads to reduce water consumption.

The Housing Authority is grateful to the residents who participated in Town meeting and provided support for twelve new affordable rental units for families on Sachem Way. The Town's commitment of \$402,000 in Community Preservation Act funds has leveraged \$3,578,000 in State grants and financing. We will also be purchasing two new affordable rental family units through resources committed by the Acton Community Housing Committee and approved by the Board of Selectmen. When both projects are completed the Acton Housing Authority will have added 18 new rental units since 2008.

During the Holiday season many of the schools, Parent Teacher Organizations, the Lions Club, Girl Scout Troops, religious communities, local businesses and countless individuals and families donated food and gifts to our residents. These contributions made a real difference in the lives of the people we serve.

The AHA was established in 1970 and has a five person Board of Commissioners, four are elected and one is appointed by the Governor. The Board is responsible for setting policy and for budget oversight.

Board of Commissioners:

Robert Whittlesey, Chair
Dennis Sullivan, Vice-Chair
Bernice Baran, Treasurer
Ken Sghia-Hughes, Assistant Treasurer
Nancy Kolb, Secretary
Kelley Cronin, Executive Director

PUBLIC HEALTH NURSING SERVICE

The Acton Public Health Nursing Service, a division of the Health Department, has provided services to the Town of Acton since 1923. We are proud to carry on the tradition of providing skilled, caring services to Acton residents.

The Acton Nursing Service is pleased to announce it has been named to the list of the top 25% of home care providers in the country. This listing of successful providers is compiled by OCS Homecare and Decision Health; these two organizations use three areas of performance to determine which agencies meet the criteria of being selected for this Homecare Elite listing: a.) Quality of care; b.) Process measurement implementation – process measures are used to assess adherence to clinical practice recommendations; c.) Financial performance. These rankings are developed using publicly available data. OCS Homecare identifies agencies which enhance the quality of patient care so that a path to better outcomes and to patient satisfaction can be achieved. The Acton Nursing Service appreciates the recognition it has received, thanks to the work and dedication of its staff.

This year's Drive Thru Flu Clinic was once again a huge success with the assistance of the Acton Medical Reserve Corps and with set-up and break-down assistance from the Highway Department. We provided over 200 flu shots to Acton residents with this year being the first season we are able to bill most insurance companies, eliminating the out of pocket expense to Acton residents. The Drive Thru Clinic was used this year to promote social distancing, which keeps large groups of potentially contagious individuals in family units, and to field test our emergency plan in the event that the residents of Acton need to be immunized in the event of a pandemic. Acton Nursing Service has also vaccinated an additional 750+ people within the community against the Influenza Virus this season.

We continue to provide walk-in services at our office on the 2nd floor of Town Hall for adult and childhood vaccinations and blood pressure checks. We encourage people to call before coming to assure availability of a nurse.

Acton Public Health Nursing Service continues to provide home health care, including skilled nursing; physical, occupational and speech therapy; medical social services and home health aide assistance. If you or a loved one needs services after a hospitalization, an injury or a change in your medical condition, be sure to ask your doctor to refer to Acton Nursing Service.

Volunteers and other town departments continue to provide substantial assistance to the Nursing Service. The

Friends of Acton Nursing Service (FANS) provides ongoing financial and volunteer support. The Professional Advisory Committee, composed of several health professionals residing in Acton, provide professional guidance by reviewing policies and procedures. We also work closely with the Council on Aging to provide services to senior citizens, as well as attend monthly Senior at Risk meetings at the COA in conjunction with Sgt. Raymond Grey of the Acton Police Department, and Acton's Community Services Coordinator, Laura Ducharme.

The Acton Public Health Nursing Service is alive and well and looks forward to another 89 years, serving the Town of Acton!

Heather Hurley, RN, COS-C
Administrator

Public Health Nursing Service Statistics FY2011

| | |
|-----------------------------|------|
| Home Visits | |
| Registered Nurse | 1623 |
| Home Health Aide | 2190 |
| Physical Therapy | 1158 |
| Occupational Therapy | 70 |
| Speech Therapy | 2 |
| Medical Social Work | 5 |
| Total Home Visits | 5048 |
| Health Promotion Activities | |
| TB Testing | 26 |
| Blood Pressure Checks | 402 |
| Podiatry Clinic | 381 |
| Influenza Vaccinations | 1326 |
| Other Vaccinations | 23 |
| Public Health Nursing Hours | |
| Acton (N/C to Town) | 1389 |
| Stow (Billable) | 156 |

SEALER OF WEIGHTS AND MEASURES

The sealer of Weights & Measures checks on an annual basis the accuracy of the weighing and measuring devices by all wholesale and retail businesses in the conduct of their business. This includes scales, gasoline and oil pumps, scanners, reverse vending machines, yard goods, measuring devices as well as the sale of cordwood.

Number of Devices sealed:

| | |
|---------------------|-----|
| Scales | 135 |
| Gasoline/Oil pumps | 201 |
| Bulk storage | 3 |
| Scanner inspections | 44 |
| Reverse vending | 25 |
| Scales not sealed | 2 |
| Pumps adjusted | 5 |
| Pumps not sealed | 2 |

Mark FitzPatrick,
Sealer of Weights & Measures

VETERANS' GRAVES

In the calendar year 2011, we made seventy-six interments. Of these twenty-two were United States veterans.

| Name | Date of Death | Cemetery Service | Age | Theatre |
|------------------------|---------------|------------------------|-----|----------------------|
| Ferrari, Anthony A Sr | 2/25/2011 | Woodlawn Army | 91 | - |
| Maxwell, Preston E Jr. | 2/6/2011 | Woodlawn Army | 78 | - |
| Codyer, Thomas F | 3/13/2011 | Woodlawn Army Air Corp | 91 | - |
| Greenbaum, Howard H | 3/13/2011 | Mt. Hope Navy | 91 | - |
| Powers, John J | 3/27/2011 | Woodlawn Army | 93 | WWII |
| Sweeney, Joseph | 8/22/2010 | Mt. Hope Army | 82 | WWII |
| Cook, James Maxwell | 4/28/2011 | Woodlawn Navy | 85 | WWII |
| Bockweg, Robert Henry | 5/3/2011 | Mt. Hope Army | 84 | WWII |
| Turner, George W | 5/28/2011 | Woodlawn Army | 83 | WWII, Korea, Vietnam |
| Perkins, Edgar A Jr. | 6/22/2011 | Mt. hope Army | 66 | Vietnam |
| Feeney, James H Jr. | 7/7/2011 | Woodlawn Navy | 86 | WWII |
| LaLiberte, Joseph H | 8/1/2011 | Mt. Hope Army | 82 | Peacetime |
| Reed, Albert S | 8/7/2011 | Mt. Hope Navy | 89 | WWII |
| Swenson, Richard E | 8/18/2011 | Woodlawn Navy | 72 | Vietnam |
| Wilson, Jack A | 8/13/2011 | Mt. hope Army | 80 | Korea |
| Kimball, John A.C. Jr | 8/9/2011 | Mt. Hope Navy | 74 | Peacetime |

| | | | | |
|------------------------|------------|---------------|----|-------------|
| Osterhoudt, Robert E | 9/8/2011 | Woodlawn Navy | 91 | WWII |
| Neagle, George E | 2/13/2011 | Mt. Hope Navy | 88 | WWII, Korea |
| Hill, Arthur F | 11/16/2011 | Mt. Hope Navy | 93 | WWII |
| Dadarria, Michael E | 12/9/2011 | Woodlawn Army | 91 | WWII |
| Widmayer, Francis J Jr | 12/19/2011 | Mt. Hope Army | 82 | Korea |
| Prendiville, John F Jr | 12/25/2011 | Mt. Hope Army | 83 | Korea |

VOLUNTEER COORDINATING COMMITTEE

The Volunteer Coordinating Committee accepts applications from potential volunteers for all boards and committees that are under the jurisdiction of the Board of Selectmen. We interview the prospective volunteers to find a suitable position and inform the selectmen of our recommendation.

Acton is fortunate to have so many qualified and talented residents willing to volunteer for town government. In 2011 this committee interviewed and placed over 16 residents for openings on various boards. There are more than 180 people donating their time and expertise in running our town government efficiently. We thank them for all their work.

Applications for volunteer service are in the Town Report as well as on the Town of Acton website. Committee openings and meeting times may also be found on the town's website. All meetings are open to the public and we encourage future volunteers to attend before filing an application.

Members:

Charles Aaronson, Co-chair
Jean Lane, Co-chair
Nancy Gerhardt
Efi Papadopoulos
Jean Schock
Daniel Brunell

EDUCATION AND LIBRARIES

ACTON PUBLIC AND ACTON-BOXBOROUGH REGIONAL SCHOOLS

Introduction

The 2010-2011 school year included a myriad of activities that added to the learning experiences of all our students. As an educational community committed to excellence in all our endeavors, the Acton Public Schools and Acton-Boxborough Regional School District continued to research, develop, and further enhance our curricular and instructional skills and course offerings. With a culture that believes in continuous improvement and in supporting all learners, we are proud of our accomplishments over the past year.

Enrollment

The October 1, 2010 elementary school enrollment decreased by sixty students, from 2,623 to 2,563. Of the total number enrolled, 18 were special education students attending "out-of-district" schools – a decrease of two students from the previous October 1. Kindergarten enrollment decreased by 12 students, from 340 to 328. There were no school choice students at the elementary level, although 35 were children of out-of-town staff members.

The junior high school enrollment for October 1 decreased by 24 students, from 991 to 967, with nine school choice students. Thirteen were special education students attending out-of-district schools.

The high school enrollment increased from 1,999 to 2,034, a difference of 35 students. There were 37 school choice students at the high school – a decrease of 8 students from the previous year. Of the total number enrolled, forty were special education students attending out-of-district schools.

Personnel

Staffing changes for the 2010-11 school year were affected by the June 2010 retirement of five Acton Public and eight Acton-Boxborough Regional teachers. Leaves of absence for five ABRSD teachers and four APS teachers were granted, and four APS and six AB resignations were received. The 12.8 ABRSD and 8.7 APS full-time-equivalent new teachers who were hired filled these vacancies and additional openings.

Curriculum and Instruction

"It's All About Instruction," and it takes all of us to provide high-quality instruction to our students in every school, every classroom, every day. This message pervaded all of our work in the 2010-2011 school year, beginning with the Leadership Institute held during the summer of 2010 and continuing throughout the year in schools and departments. It also guided the initial work of the Long-Range Strategic Planning Committee as they, with input from the districts' staff and Acton and Boxborough communities, articulated the mission and value statements for the Acton Public Schools and the Acton-Boxborough Regional School District.

Mission

To prepare all students to attain their full potential as life-long learners, critical thinkers, and productive citizens of our diverse community and global society.

Values

As a community, we value:

- An environment that promotes social development and emotional and physical well-being for the entire school community.
- An excellent academic program that prepares all students to achieve their individual potential.
- Diverse extracurricular opportunities accessible to all students that provide for student growth.
- A community that welcomes and respects the differences among us.
- Literacy, communication and technology skills for life-long learning.
- Educational policy and resource decisions informed by research and evidence.

The following initiatives were generated at the 2010 Leadership Institute and implemented throughout the school year.

Pilot Teacher-to-Teacher Initiative: This new professional learning opportunity, a collaborative effort sup-

ported by the Pupil Services, Personnel, and Curriculum Departments, provided all educators the opportunity to conduct a peer observation guided by a protocol from the National School of Reform Faculty. Educators used this opportunity to:

- Learn about themselves as teachers, about their students, and about instruction in their districts.
- Form new questions or insights related to teaching and learning.
- Gain insight into questions they framed about their own teaching.
- Enhance their collective understanding of their practices.

Providing educators more time to collaborate was the goal of this initiative; the districts are committed to supporting the collaborative work of teachers with time and resources. At the June School Committee Meeting, the impact on student learning for this initiative was shared with committee members and the districts' administrative teams. The Teacher-to-Teacher Initiative was just one way in which teachers shared their work and expertise this year . . .

- At ABRHS, a science teacher created the structure of a Teacher Work Group. Each group consists of four to five cross-disciplinary educators who observe each other's teaching on one day and then meet to question and discuss their observations.
- At APS, kindergarten through grade two teachers formed a year-long study group to work with nine formative mathematics assessments and the accompanying intervention lessons.
- At the high school, calendar changes were made to allow for more department collaborative time for the 2011-12 school year.

We know our educators value this type of collaborative work, as this year's Professional Development survey indicated that:

- 80% of educators (of the 323 educators who completed the survey) felt that the district only sometimes or rarely provides ample time for colleagues to examine student work or analyze assessment in order to revise curriculum or instruction.
- 88% of respondents indicated that they would like time to work collaboratively with colleagues in their grade, department, or team.

- 90% of respondents indicated that they are somewhat to very interested in observing another teacher's instruction as a way of improving their own.

Draft document of "Effective Instruction":

Throughout the year, the Leadership Institute Planning Committee continued the work on creating a document about effective instruction. The committee incorporated feedback from schools and departments into the original draft. A "preamble" was also written to explain the purpose and use of the document.

Focus on Formative Assessment: At the elementary level, grades 1-6, schools began investigating, piloting, and/or using Benchmark Reading Assessments and Running "Reading" Records as a means to gather information to guide instruction. As previously mentioned, formative mathematics assessments were also used in grades kindergarten through grade two. Conversations about formative assessment at RJ Grey and ABRHS took place during department meetings and resulted in some uses of this type of assessment. A session during the Leadership Institute in June 2011 focused on a Balanced Assessment Program, and next year's district-wide Professional Development Day will focus on formative assessment as a means to provide students with feedback about their learning.

Increase frequency of Administrators, Building Department Leaders, Regional Department Leaders, and Directors in classrooms: The addition of Assistant Principals at the elementary level afforded Elementary Principals the opportunity to visit classrooms on a regular basis. At RJ Grey, the Principal followed a student's schedule periodically throughout the year, attending all classes and specials, and the Assistant Principals, Building Department Heads and Directors found more time to visit classrooms. This was also true at ABRHS. At a minimum, the Principal visited all first-year teachers and was able to visit many veteran classrooms as well. The Director of Facilities was a "short-term" substitute teacher at the elementary schools. The Director of Curriculum and Assessment substituted in first and second grades and regularly met with Building and Regional Department Leaders and Directors before visiting a few classes of each discipline. The Superintendent of Schools spent a full day teaching fifth grade in an elementary school, a full day teaching social studies at RJ Grey, and a full day teaching AP History at ABRHS.

Create a resource for teachers and administrators to collaboratively view video clips of instruction:

A "wiki-like" resource was created in Teachers Domain; it includes video clips of instruction not only in the United States but also from countries around the world, including Australia, Czech-Republic, Hong Kong, Japan, the Netherlands, and Switzerland.

Provide information about alternative observation ideas: This two-part goal included a presentation by Kim Marshall to over fifty teachers and the creation of a task force to begin work on our teacher and administrator evaluation tool and process. At the 2011 Summer Leadership Institute, Kim Marshall led a session entitled "Feedback" that links educator evaluation to student learning. The progress of the task force and the MA Department of Secondary and Elementary Education's (DESE) new evaluation process will also be shared.

Two other major initiatives were undertaken this year to support the message that "It's All About Instruction."

- The Teaching and Learning Committee, following the MA DESE protocol for creating such a plan, developed a District Literacy Plan. This process included assessing the current and new Common Core literacy standards, curriculum, assessments, instructional practices, and family and community involvement. Ongoing literacy goals, either in-progress or to be addressed through the FY'12 Budget, included developing consistent reading assessment outcomes, creating more developed reading assessment tools and procedures, hiring a reading specialist and developing interventions at RJ Grey, and aligning curriculum with the new MA ELA and Literacy Frameworks. Two new literacy goals emerged from the work of the committee and the results of a district-wide survey: 1] increase classroom literacy instruction for all students and 2] increase the use of assignments that include an authentic audience.
- A task force was formed to begin evaluating the structure and offerings of our professional development program to determine if it meets the needs of the districts', schools', and staffs' goals. They conducted a survey in which over 300 educators responded to the strengths and weaknesses of our existing Professional Development Program. The results of this survey will inform the work of the Professional Development Summit as we work with Dr. Barry Fishman, Associate Professor of Learning Technologies at the University of Michigan School of Education.

Parent Involvement Project (PIP) Programs

The Acton PIP continued to offer high-quality science, technology, engineering, and mathematics (STEM) learning experiences for Acton and Boxborough families. An Acton PIP event is curriculum-centered and "hands-on."

- A major PIP event is the Discover STEM event (Science, Technology, Engineering and Mathemat-

ics), a "reverse science fair" that takes place every other year. Exhibitors include engineers, scientists, technology professionals, and AB students who specialize in engineering, robotics, green energy and banking technology. Plans are underway for the 2011-12 event.

- Other annual PIP events included the 4th-grade Star Party, the 3rd- and 5th-grade Market Math events at Roche Brothers, and Family Domino/Games Night.

The Discovery Museums

In return for the use of space at the Administrative Building as a distribution center for the Museums' Traveling Science Workshop Program, the Discovery Museums continued to offer a series of three free outreach programs. Each of our five elementary schools has taken advantage of these "Traveling Science" Workshops.

School-Business Partnership

The following represents a sampling of activities:

- Our Business Partnership Projects continued to support grades 3 and 5 to enhance the teaching and learning of "Electricity" and "Simple Engineering."
- The Acton Water District and the Health Department continued to support and enrich our science and social studies units with classroom visits and field trips.
- At the 6th grade, new partnerships were formed with Cambridge Savings Bank and Northern Bank and Trust. These banks joined Middlesex Bank, Enterprise Bank, and Workers' Credit Union. All five elementary schools have banking partnerships that help support the teaching of mathematics and financial literacy.
- Job Shadowing – Over 150 high school students visited over thirty business sites to learn about careers and the workplace.
- Career Speakers – Over 500 high school students listened to speakers who shared information about their work place and career paths for their fields.
- Senior Internship – Seventy-three students (an increase of ten students from past year) participated in a three-week, thirty-hours per week, "hands-on" experience in a work site during the last three weeks of their senior year. There were

25 students who completed summer internships or work at their sites after graduation.

We continue to expand our School-Business Partnership Programs. Please visit our website at <http://ab.mec.edu/business/partners.shtml> for more information.

ACTON PUBLIC SCHOOLS

The five elementary schools – Conant, Douglas, Gates, McCarthy-Towne, and Merriam – have the following in common every year.

- Each has a School Council, as required by the Educational Reform Act of 1993.
- Vital parent involvement plays an active role in the life of each school. These parents sponsored numerous assembly programs that enriched their school's cultural and aesthetic life with musicians, storytellers, and other performers. They raised funds for schoolwide projects; provided volunteers for many in- and out-of-class activities, tasks, and services; staffed the "Safe Arrival" hotlines; and also sponsored school newsletters and other activities.
- A number of whole-school events take place, such as orientation programs for kindergarten parents and children as the school year begins, back-to-school-night open houses in the fall, and a Memorial Day program in the spring.



National Metit Finalist

row 1(l-r) Michael Wu, Minshan Cui, Kathleen Cheung, Abhijith Settupalli, Riley Yuan
Row 2 Vyassa Barathan, Gil Shoet, Alex Durkee, Charlie He & Michael Ren (absent Sharon Zhou)

- Students use computers, technology, associated software, and the Internet in various ways: to supplement the writing/composing process, to enrich or extend learning experiences in each curricular area, to strengthen the learning of concepts and practice of skills via the Internet.
- The faculty participates in professional development through one or more of these activities: pursuit of formal course work, involvement in systemwide curriculum and instruction review and improvement projects, participation in the districtwide Professional Development Day, and attendance at professional conferences and workshops. In addition, many teachers work with student teachers. Through their actions, every year the faculty shows that they are truly committed to the concept of being life-long learners.
- Each school has a reception or event to celebrate and honor the parents and volunteers who assist them during the school year.

In 2010-2011, the position of Assistant Principal was added to four of the elementary schools; Priscilla Kotyk is assisting at Conant and Gates, and Matt McDowell is assisting at McCarthy-Towne and Merriam.

ACTON-BOXBOROUGH REGIONAL SCHOOLS

R. J. Grey Junior High School

R. J. Grey began the 2010-2011 school year with 953 students: 475 in the seventh grade and 478 in the eighth based on October 1 data. This was a decrease of 22 students from the enrollment of October 1, 2009. As school began, the administrative team (Principal Craig Hardimon, Assistant Principal Allison Warren, and Assistant Principal Andrew Shen) welcomed new seventh graders and returning eighth graders to R. J. Grey.

To ensure a positive transition to the start of the school year for both seventh and eighth graders, an "Opening Days of School" Feedback Form was distributed on Parents' Night. The survey results were overwhelmingly positive; students felt comfortable and supported, and parents felt included and well informed. It was an outstanding start to the school year.

Teaming is the fundamental core of RJG. The team model enables staff to create a strong web of support to enhance student success. A large school becomes a smaller school. With consistent communication among team teachers, issues are addressed early and students

have an opportunity to develop close relationships with their teachers, as well as with a familiar peer group. Moreover, teaming is the ideal format through which we can deliver those programs and values we most believe in, as expressed in our Statement of Purpose: meeting the needs of the young adolescent, maintaining curricular quality and interdisciplinary opportunities, creating a sense of community, and promoting citizenship.

During the 2010-2011 school year, seventh- and eighth-grade students were distributed among four “full” teams at each grade level. Each full seventh-grade team had approximately 108 students supported by five core academic teachers (English, Social Studies, Math, Science, and Spanish and/or French). In addition, grade seven also had a half team, with approximately fifty students and three teachers (English/Social Studies, Math/Science, and World Language). The addition of the half team provided additional structure and supports for the district’s highly specialized and successful Connections program, reduced overall seventh-grade team sizes, enhanced communication between core curricular teachers, and increased home/school communication.

In grade eight, each team averaged 120 students and five core academic teachers (Math, Science, English, Social Studies, and Spanish and/or French). On an ongoing basis, teachers planned integrated curricular activities that helped students see the relationships between various subjects.



Preethy Sridharan created the broadside form the Creeley Foundation for the poet Bruce Weigle.

It is important to note that all teams provide the same level of academic rigor and social opportunities. Similar supports and resources are provided as well. Specifically, all students participate in English, Social Studies, Math, Science, and Physical Education/Health. The curriculum demonstrates the core values of reading (the English program is literature-based), writing (although skills are primarily taught in English classes, the other academic subjects have adopted the “Writing Across the Curriculum” approach, which provides students with a more consistent writing approach), math (with the added skill development of reading mathematical language), and our physical (Science) and cultural (Social Studies) world. Most of our students also take a world language, with twice as many taking Spanish as French. Seventh graders participate in an “exploratory program” that consists of Study Skills, Art, Music, and Minuteman Technology Lab I, each of which meets every other day for half the year. Exploratory courses for the eighth graders include Art, Minuteman Technology Lab II, Life Skills/Health, Drama, and Study Skills Technology; these classes last for one-fifth of the year. In addition to the core curriculum, students elect to participate in band, chorus or “grey-block,” a combination of curriculum-related mini-courses and structured study halls with team teachers.

In October 2010, R. J. Grey (as well as the high school and elementary schools) received the results of the state-mandated MCAS (Massachusetts Comprehensive Assessment System) tests from the previous spring. We continue to be proud that our students’ scores compared favorably with the top-performing schools in the state. This is a result of the high quality of teachers and teaching, an excellent curriculum, fine students, and the supportive families who make education a priority for their children. With that said, there is some variation in scores from year to year as students change at a particular grade level. Our test results indicated that for our Special Education subgroup we had not met the goal established for Annual Yearly Progress in the area of math. To address this specific issue, the school created a “Turnaround Team,” which was charged with examining the issue and identifying specific strategies to support students in this particular subgroup. During the year, the school engaged in a number of different strategies, including but not limited to: administering the mock MCAS math exam to ALL special education students, providing increased accuracy in identifying students in need of support; using the mock test scores to identify trends and patterns related to students who shared specific disabilities and challenges (i.e., performance of students with anxiety, with social/emotional difficulty, etc.); developing and implementing appropriate supports and remediation programs to support varied needs; implementing different models of tutoring support and incentives; and identifying and implementing specific strategies and measures during the actual administration of the MCAS exam (optimal group-

ing and testing environments, new accommodations for individual students).

For many students, learning and connecting with members of the R. J. Grey community took place through our extracurricular programs. The interscholastic athletic program included teams in cross country, soccer, field hockey, basketball, softball, track, and baseball. All participants on these teams paid an activity fee that helped to support these programs. The intramural program was available to all students, meeting either before or after school. These intramurals included basketball, lacrosse, and strength training. Other after-school activities included the Ski Club, Adopt-a-Grandparent, Jazz Band, Speech and Debate Team, Chess/Board Games Club, Math Counts, and the Yearbook. The school musical, "The Music Man," involved over 150 students and 200 parents. We continued the tradition of the Rotunda Project, where each student created a small, self-representative piece of art. These individual drawings were then hung in the rotunda area on three-dimensional displays painted the color of each team.

Special events during the school year included Halloween Dress-up Day, the Thanksgiving Assembly, Blue and Gold Day (school spirit day), World Language Week, a weekend day ski trip to Waterville Valley, staff vs. student basketball challenge, the end-of-year seventh-grade trip to Kimball's and eighth-grade day at Canobie Lake Park, and the Student Recognition Assembly.

Through the involvement of the Student Council, students connect with each other in a number of ways. This group helped to plan schoolwide activities, dances, and service learning projects. In addition to our annual community service learning projects, such as the Coat Drive, where hundreds of coats were collected and distributed to families in need, or our involvement in collecting holiday Toys for Tots, our students led a schoolwide sneaker drive. Over 200 pairs of gently used sneakers for men, women and children were donated to local area shelters and thrift shops. Some shoes were also boxed and shipped to a village in Kenya to help support aspiring athletes.

Continuing our commitment to the partnership between school and home, daily emails, monthly articles and "drop in hours," and weekly communication from the principal promoted continuity and educational support to families. Additionally, RJG professional staff offered parent forums to parents and guardians on adolescent development, homework, school discipline, and stress management. These were extremely well received. Of particular note was the number of sixth-grade parents who attended these discussion forums as part of their children's transition to the junior high school. The School Council, consisting of four parents, one community person-at-large, two staff

members, and the principal, also addressed a wide variety of relevant issues and made recommendations to the administration that were very helpful. The School Council continued to have a strong voice in the development of the school and the overall school climate. An active P.T.S.O. organization (for families in grades seven through twelve) planned, organized, and assisted with many events at R. J. Grey. Parents/guardians were invited to attend monthly noontime informational meetings with both the RJG and ABRHS principals, who presented reports and answered questions. The P.T.S.O. also sponsored evening programs designed to provide information about the schools.

Another R. J. Grey highlight was our annual Project Wellness Day. Project Wellness is a daylong conference for seventh-grade students and a parent or guardian, designed to empower parents and teenagers in addressing the variety of issues faced by today's families and to develop, maintain, or improve adult-teenager open communication. This event brought seventh-grade students and adult family members together at Merrimack College on March 23 to learn about ways to communicate with each other about difficult issues and sensitive topics, ranging from time management to nutrition to navigating relationships. Approximately 850 students, family members, and staff participated in this event.

Over the course of the school year, R. J. Grey staff continued with initiatives that promoted learning, mutual respect, and opportunities for professional growth. In response to parent, staff, and student feedback, building-based professional development opportunities focused on addressing and responding to incidents of bullying, teasing, and harassment for both staff and students, including but not limited to promoting respect for self and others, becoming a more active bystander, and ensuring concurrent responses for both victims and aggressors. In addition, during the November 2010 districtwide Professional



Women in Technology at BAE in Lexington Principal Alixe Callen, Joy Want, Ruchelle Vang & Deborah Fetterman

Day, the faculty and staff of RJG worked with Cynthia Mata Aguilar, Senior Project Director and Adolescent Literacy Specialist at the Education Development Center (EDC), to begin the process of developing a broader understanding of adolescent literacy and the ways in which these concepts can enhance instruction in all curricular areas.

At the end of the 2010-2011 school year, two veteran staff members, Susan Probolus and Sandy Egnatz, retired after many years of service to our school. These professionals devoted decades to our school community and touched the lives of several hundred students and families. We thank them for their many years of leadership, support, and dedication to the students of R. J. Grey Junior High.

Acton-Boxborough Regional High School

Post Secondary Education: The ABRHS Class of 2011 was comprised of 505 students; of these, 93% enrolled at four-year schools, while 5% continued their education at two-year colleges, prep and technical schools.

Standardized Test Results: Average SAT scores for the 2011 senior class again exceeded those of state and national populations. An increase from 92% to 93% of seniors took the SATs, well above the state average of 89%. Our average combined score for the SAT was 1877, down 11 points from last year's seniors and 351 points higher than the average combined Massachusetts score of 1526.

National Merit Scholarship Competition: Twelve members of the Class of 2011 achieved semi-finalist recognition; 54 others received letters of commendation.

National Honor Society: Ninety-two members of the class of 2012 were inducted into the NHS in April 2011.



Quiz Show Trivia Team on the set at WBGH:
John Russell, Jacob Gold, Brett Olson, Alex Cates,
Daraj Ahern & Roopa Balachandar.

National Latin Exam: In 2011, 31 students received gold medals in the National Latin Exam and seven received silver; eleven students received magna cum laude recognition, and six students received cum laude recognition.

Academic Decathlon Team: During the 2010-2011 season, the team of nine regulars and eleven alternates won the Massachusetts State Championship for the 19th time in the past 20 years. A total of 45 Massachusetts high schools competed. In addition, the team placed 9th overall in the country at the USAD National Championship.

Mathematics Team and Competitive Activities: During the 2010-2011 season, the AB math team finished second in the monthly competition in the Massachusetts Mathematics League. The team continued on to the state competition run by the Massachusetts Association of Mathematics Leagues in April 2011 and placed second among large schools in Massachusetts. They then competed in the New England Association of Mathematics Leagues Competition in May 2011 and placed first among large schools in New England.

In addition to the team competition, eight students were finalists in the Massachusetts Mathematics Olympiad exam – Xiaoyu He with a perfect score, as well as Nihal Gowravaram, Leo Shapiro, Eric Tao, Alan Chiao, Martin Ma, David Fin, and Sinan Zhang. In the National AMC, twelve students placed in the top 10% nationwide, and two of these – Xiaoyu He and Alan Chiao – advanced to the 3rd level of this competition: the USAMO (United States of America Mathematics Olympiad).

Speech and Debate: The team, composed of over fifty students from grades 9-12, competed in twelve local and national tournaments. Students participate in a variety of events, ranging from student congress to dramatic interpretation and poetry reading; all team members prepare original pieces and research relevant topics to present and be judged at tournaments. Competing in the Massachusetts Forensics League and the Massachusetts Catholic Forensics League, the team is matched against teams from schools across the state and consistently places in the medal rounds. The team's top competitors also compete at Harvard University's Speech and Debate Invitational, the National Forensics League National Qualifying Tournament, and the Catholic Forensics League National Tournament.

Athletics: During the 2010-11 school year, participation in athletics remained consistent, with over 1,800 students in grades 7-12 taking part. League Championships were won by boys' cross country, field hockey, girls' soccer, boys' basketball, gymnastics, boys' indoor track, softball, girls' tennis and boys' spring track.

In the fall season, field hockey was a north divisional finalist. In the winter, girls' ice hockey was a state finalist in a game played at the TD North Garden and gymnastics were crowned the north divisional champions. Boys' indoor track won the 4 x 800 NE Championship; the boys also captured the 4 x 400 state championship. The girls' basketball team was a divisional finalist in yet another contest held at the Garden. In the spring, softball won the division 1 north championship; boys track were state class A champs; tennis and baseball both were divisional finalists. Individual athletes also were highly recognized: Janis Konkle (gymnastics), state individual gymnastics' champion, placed 2nd at the national championship. Curt Owen (track) was the 800-meter state champion. Chris Pulleritis (track) won the state 400-meter intermediate hurdles championship. Nithila Asokaraj (tennis) won the north individual tennis championship. Elizabeth Belanger (girls' basketball) scored the 1000th point of her career in March.

Proscenium Circus: This student drama group at the high school functions as a teaching and working theater. In addition to offering outstanding professional instruction in technical theater, acting, movement, scenic design, scenic painting, costume design, hair and makeup, playwrighting and stage management, PC produced 23 outstanding award-winning shows throughout the year. The productions for the 2010- 2011 year included the fall play, "Witches," by Roald Dahl; Urinetown □The Musical" was the winter production, which won six awards at the Theater At the Mount Competition, including best director, best choreography, best ensemble, and three acting awards. The semi-finalist play for the State Drama Guild was "Alice in War," written by local playwright Steven Bogart. In addition, AB actors won both first and second places in the scene competition and second place in the monologue competition of the State Drama Guild. Rounding out the year were the competitive class plays and the festival of 10-minute plays.

Peer Leadership Program: Peer Leadership had another very successful year. Peer leaders facilitated alcohol/drug awareness programs in Acton's elementary schools. They also assisted in a smoking cessation program, accompanied middle school students to Project Wellness, and continued to work toward expanding peer leadership into Blanchard Elementary School in Boxborough. The student board is experienced and confident, and Peer Leadership has a strong cohort of students who actively support substance-free living.

The School Newspaper: The Spectrum, published five times during the school year, includes articles and photography of interest to the ABRHS community. Its staff of approximately forty students complete all tasks involved in producing the paper, including writing, editing, photography, layout, and copy editing. The Spectrum is almost entirely financially self-supporting through advertising and contributions from the PTSO.

Student Council: This primary student government group consists of more than 45 students: elected representatives of their classes and also walk-on members. Student Council is responsible for organizing schoolwide activities and fundraisers and for disbursing funds for improvement of the school facility on behalf of its students. They meet weekly on Tuesdays at 6 p.m. in the ABRHS Counseling Center.

"Window Seat": Acton Boxborough's Literary and Art Magazine and Creative Writing Club annually publishes two to three issues of student poetry, prose, lyrics, essays, narratives, translations, and art. Students write, edit, design, print, assemble, publicize, and distribute the magazine. Students write creatively every week to generate submissions for the magazine; the magazine welcomes and encourages students not participating in the club to submit their art and writing for consideration for publication. Art students also meet weekly to create art or illustrations for specific pieces of writing for the magazine. "Window Seat" students work in conjunction with the Robert Creeley Foundation to host the annual Robert Creeley poetry reading and the Helen Creeley student poetry prize, a competition for student poets that awards the winning students a cash prize and the honor to be an opening reader for the Robert Creeley award-winning poet.

Idiosyncrasy: The high school topical magazine, Idiosyncrasy, began years ago when a group of enthusiastic students approached English teacher Dennis Kavanagh with the idea. The magazine puts out two to three issues per year. Idiosyncrasy is a thematic magazine that highlights a unique cultural aspect in every issue with each writer approaching it from a different perspective. The magazine encourages and celebrates the diversity of our world and the people in it. Idiosyncrasy is composed of editorial and factual articles that are intended to educate and inspire readers. Students conduct research, analysis, and synthesis in order to produce each issue.

Harvard Model Congress: Seven juniors represented ABRHS at this four-day government simulation. The Acton League of Women voters generously underwrote their participation. Those representing were: Chris Caro, Ken Davidson, Maya Hardimon, David Mulcahy, Devansh Shah and Diana Watson.

Career Exploration Activities: Beginning in November, approximately 115 students made one-day job shadowing visits to a variety of work sites. This program owes its success to the support of the Middlesex West Chamber of Commerce School-Business Partnership Committee and to parents and other local residents willing to host students. At three Career Breakfasts during the year, career speakers talked to groups of students interested in their fields of work. Over 180 students attended each of the three

events. Seventy-two members of the senior class completed three-week full-time internships at the end of the school year. Other career exploration activities included the Senior Seminar course, the Work Study program, speakers who visited classrooms, and a website listing employment opportunities.

Senior Community Service Day: On April 29, the Class of 2011 spent the day working on volunteer projects in and around Acton and Boxborough. Before the seniors began their projects, they were served breakfast at the school by the faculty and administration. This was the seventeenth year that the senior class has organized a Senior Community Service Day.

Community Service Activities: The school's "Accept the Challenge Program" encourages every student to become involved in some way in volunteer activities, either during the school year, during the summer, or both. The school held its eleventh Community Service Awards Night on January 17, 2011. At this ceremony 655 students received recognition for their volunteer efforts.

Pupil Services

The Acton-Boxborough Regional School District received the results of the Department of Education's Coordinated Program Review where the Acton Public and Acton-Boxborough Regional School Districts were commended for having a significant and positive impact on the delivery of educational services for enrolled students. Specific to Pupil Services, the following areas were evaluated during on-site visits that occurred during the fall of 2010: Special Education, English Language Education (ELE), Civil Rights, and Other General Requirements such as health education, counseling and psychological services, and more.



Semester 2 engineers with their hovercrafts

The Essential Health Grant (ESHS), in its fourth year of funding, has provided leadership and resources for the Health and Nursing Department. SNAP continues to be the electronic record-keeping system of choice for the health and nursing department and has been integrated seamlessly into all schools. SNAP allows building-based nurses to gather required statistical data regarding a range of health issues and, most importantly, allows building staff to meet the on-going (and often new) medical needs of students in a coordinated way. The health and nursing department has developed a specific website and offered on-line Life Threatening Allergy training to all district staff. Funding further allowed for extensive professional development and an increase in medical equipment and technology.

Now in its tenth year, the Acton Public Schools Integrated Preschool (IPS) is a well-respected early childhood option within the community. Children with identified special education needs and those who are developing typically are educated side-by-side in this setting, meeting required IDEA regulations pertaining to inclusion in the least restrictive environment. The growing number of students with special education needs, particularly Autism Spectrum Disorders, is a current area of focus, and expansion may prove necessary to meet the district's growing needs in this area.

Special Education Departments at both Acton Public and Acton-Boxborough Regional consist of special educators, speech/language specialists, occupational therapists, and physical therapists – a cohesive group of talented and dedicated staff. Educational and therapeutic disciplines communicate regularly, and highly effective services are provided. Each department has developed long-range goals that are thoughtfully integrated with district goals and provide direction for the departments. Individual departments are highly organized, providing a continuum of services across all elementary schools.

Regarding counseling and psychological services, all building-based departments continue to work as a team to meet the academic, social-emotional, and career goals of students. Counseling groups are extensive and available to address topics such as divorce, adoption, substance issues, chronic illness, and social skill development. Parent evenings are offered across schools; some examples include stress management, bullying prevention, and promoting respect, as well as college planning and financial aid.

Pupil Services continues to place the highest value on student achievement and respects that each child has a unique set of skills for learning. In this regard, classroom teachers, specialists and clinicians have worked closely together through the "Teacher to Teacher" initiative. Mutual

understanding of the needs of students with disabilities, as well as English Language needs, have improved communication and opportunities for increased inclusion and participation in regular education settings. Focused development on learning strategies for literacy and math has also been emphasized. Many professional development opportunities are available to keep staff current in their practice; these include a variety of updated training for cognitive and academic assessment and service delivery.

Parent outreach and communication within Pupil Services continues to be paramount, ensuring that open dialogue between parents/guardians and the school is accomplished through the compilation of targeted workshops that address a range of student needs. In this regard, the 5th Annual Parent Workshop Day focused on stress management and bullying prevention and intervention. The OnTeam Communique, written by the Director of Pupil Services, continues to be a viable mechanism for communication. The SpEd PAC is an integral part of the Pupil Services organization, offering parents/guardians resources and family support. Specifically, the PAC has worked to provide practical information regarding special education regulations, home activities, summer camp ideas, and transitional guidance.

Performing Arts

At the Acton-Boxborough Regional High School, the band and chorus programs continued to flourish as they performed in and around our community, and elsewhere. In addition to marching in our own Acton Memorial Day Parade, the band marched in a number of parades outside of our community, including the Marlborough Labor Day Parade, the Boston Columbus Day Parade, and the Quincy Christmas Parade (where they took 1st place overall). The ABRHS Chorus travelled to Costa Rica and performed an exciting and rewarding concert tour where they had an opportunity to sing in various schools and beautiful performance venues! A number of our choral ensembles sang at West Acton's Oktoberfest and at a number of senior citizen events. The choral department put on an outstanding talent show, traditionally known as "Cabaret." Twenty-two of our student musicians from band, chorus and orchestra were selected to perform at the MMEA Eastern District Festival held in January; thirteen of these earned All-State recommendations. Our Madrigal Singers put on a Madrigal Dinner for the community, at which they performed a renaissance-style dinner theater.

At the R. J. Grey Junior High School, the 8th-grade band and chorus each participated in the Great East Music Festival, held at West Springfield High School in May. Each received Gold Medals for their performances. The JHS musical, "The Music Man," had a terrific run of performances with a huge cast of approximately 80 students

involved. Twenty-eight students were selected to perform in the concert band, orchestra or chorus at the MMEA Eastern Junior District Music Festival held in March. The seventh- and eighth-grade band marched in the Boxborough Memorial Day Parade.

At the elementary schools, the Beginning and Advanced Bands performed very well in their Winter and Spring Concerts. The bands also performed at each school's Memorial Day assemblies, along with songs and poems performed by individual classes. The Gates School's chorus sang in a Pan Choral Concert with members of the junior high and high school choruses. The combined Acton Elementary School Band marched in the Acton Memorial Day Parade.

Visual Arts

Throughout the school year, student efforts and accomplishments in the Visual Arts program were exhibited in each of the seven schools and the High School Administrative Conference Room, as well as off-site venues. Student artwork appeared in various school newsletters, and drawings by kindergarten students graced the cover of the Kindergarten Handbook.

In the highly competitive Boston Globe Scholastic Art Awards, ABRSD students (41 high school and nine junior high) received a total of 50 state-level awards. These awards included: sixteen Gold Key Awards, fourteen Silver Key Awards, and twenty Honorable Mention Awards. The Gold Key and Silver Key student work was exhibited at the State Transportation Building in Boston during January and February. Award-winning students were recognized at an awards ceremony at Hancock Hall in Boston. Student work receiving Gold Key Awards was sent to New York for the National Scholastics judging. The K-12 Visual Arts Director serves on the Massachusetts Scholastics Advisory Board.

One ABRHS senior was one of three students in the country who received \$1,000 Creativity and Citizenship Scholarships awarded at the national level of the Scholastics Art and Writing Awards. This student also received a Gold Medal Award for a painting, which was exhibited at the World Financial Center Courtyard Gallery in Lower Manhattan in June. Gold Medals are awarded to the most outstanding works in the nation. Gold Medal and Scholarship winners were honored at a ceremony at Carnegie Hall in New York City in May.

One ABRHS junior who applied to Art All-State at the Worcester Art Museum was selected for the program. This AB junior was one of 145 high school juniors statewide who were selected to participate in the competitive program at the Museum, held in May. Art All-State is a weekend-long

program for high school art juniors to work with their peers and with practicing artists who serve as mentors. Selection is based upon digital images of student work, a written application, and an interview with a team of art educators. The K-12 Visual Arts Director serves on the Art All-State Steering Committee.

Senior students in the ABRHS Portfolio class prepared and exhibited their work in a show entitled "Elections," which was held at the Acton Memorial Library in April.

The photography work of Acton-Boxborough students was included in a photography show at the State Transportation Building in Boston, sponsored by the Massachusetts Education Association.

AB Portfolio class students participated in year three of an interdisciplinary unit of study between the English and Visual Arts departments. Collaboration included multi-grade levels of students in English and Visual Arts classes working together and connecting with the community-based Robert Creeley Foundation. Portfolio students created broadside designs to accompany Creeley Foundation Award Winning Poet Bruce Weigl's work. One student's artwork was chosen for the broadside design, which was printed in a limited edition.

Students in Modern Art History, Advanced Drawing/Painting, and Junior/Senior Portfolio classes visited the Museum of Modern Art in New York City in the fall. Students and their teacher chaperones traveled by bus for this one-day field trip.

During March, Acton and Acton-Boxborough student artwork was exhibited in the annual Youth Art Month Show at the Worcester Art Museum. Thirty-nine APS/AB student works were included. There was an opening reception for students, their families, and art teachers in the Museum's Renaissance Court. All seven schools were represented in this show.

During the month of April, the artwork of forty-seven students, from grades K-12 and representing all the schools, was in the exhibit, "Things," at the Sargent Memorial Library, Boxborough. A show of representative student artwork from each of the schools was on display at the Acton Senior Center during the month of May. The work of thirty-six students was included in this exhibit.

High school students had the opportunity to participate in Photo Club and in Art Club, both of which met after school one afternoon a week throughout the year.

K-12 Visual Arts staff participated in the third year of a curriculum review. High School and Junior High Art faculty completed revision of units of study for Visual Arts courses, grades 7-12. Elementary art faculty collaborated on developing common units of study in drawing, painting and sculpture for grades K-6.

At the elementary level there was a K-6 Art Show at Gates School in May and Grade 6 Sculpture Shows at both McCarthy-Towne and Merriam Schools in June.

Technology

The Department of Educational Technology (EDTech) was created in 2010-2011, with the hiring of Amy Bisiewicz as Director, to combine infrastructure, data management, and desktop support services with on-site technology integration and instruction to meet the needs of all members of our learning community. Understanding that learning powered by technology can help transform education, the department now looks to ensure seamless integration of technology into the curriculum while enabling all students with the 21st century skills needed to compete in our global society.

2010-2011 Educational Technology S.M.A.R.T. Goals

Under the direction of the Superintendent, all departments annually create S.M.A.R.T. goals that are presented and voted upon by the school committee. The goals are aligned with district-wide curriculum objectives. The complete set of S.M.A.R.T. goals is online at <http://www.ab.mec.edu/curriculum/goals.shtml>. In June, departments submit their results, which are used to assist the school committee in the yearly evaluation of the Superintendent's performance.

"It's All About Instruction"

In aligning with the Superintendent's message, "It's all about instruction," technology leaders actively participated on the 2010-2011 Teaching and Learning Committee to define effective instruction, create a shared understanding of teaching and learning, and determine literacy goals. Within this collaboration, measurable, long-term technology goals were established and communicated to the learning community.

GOAL 1: Enhance the student-learning environment to ensure 21st Century readiness for every student.

OUTCOME: By 2012, 85% of all students will meet the updated version of the Massachusetts K-12 Technology Literacy Standards, which incorporate the recommendations of the Partnership for the 21st Century Skills Standards.

GOAL 2: Ensure that all teachers are proficient in the use and integration of technology into instruction.

OUTCOME: By 2013, at least 85% of district staff will have participated in 45 hours of high-quality professional development that includes technology skills and the integration of technology into instruction.

To help meet these projected outcomes, the department set forth on a year-long assessment to help determine future strategies and planning.

Technology Integration and Literacy

Using 2009 assessment data, teachers from both school districts reported having successfully integrated technology into performing daily operational and administrative tasks, with 100% reporting daily computer use to perform such tasks as lesson planning, communications, and/or collaboration.

Although all teachers did identify using technology on a daily basis, data collected from the district-developed Teacher Technology Self-Assessment surveys demonstrated various proficiency levels among instructional staff in both districts. In the Acton Public Schools, 15% of teachers identified themselves at the early technology level. Fifty-five percent of the teachers felt they were developing their technology skills, while 25% were proficient. Only 5% of the teachers felt their technology skills were categorized as advanced. In the Acton-Boxborough Regional School District, 5% of teachers felt that they were at the early technology level. Thirty-five percent of staff identified with having developing technology skills. Proficiency level of skills was identified in 50% of the staff, with 10% indicating an advanced level of technology skills.

While there has been measured progress, there is still work to be done in using technology for instructional purposes within both districts. For the Acton Public Schools, 23% of instructional staff reported using instructional technology with students on a daily basis for activities such as research, multimedia, simulations, data interpretation, communications, and collaboration. Forty-seven percent reported using technology on a weekly basis, while the remaining 30% utilize technology monthly. Acton-Boxborough reported 50% of instructional staff using technology on a daily basis for instructional purposes. Twenty-five percent of the staff reported using technology either on a weekly or monthly basis. For both districts, there were no teachers that reported having never used technology at some point during the school year.

Student Information and Communications Technologies (ICT) Literacy

The Acton-Boxborough Regional School District performed a technology literacy assessment based on the 2007 ISTE NETS-S standards for students at the Acton-Boxborough Regional High School and Raymond J. Grey Junior High. Out of 80 high school seniors who took the ETS iSkills assessment based on the seven skills areas: Define, Access, Evaluate, Manage, Integrate, Create, and Communicate, 79 test takers completed the test. Overall, students from both schools performed above state average on all of the competencies, with full results disclosed in the 2010-2013 technology plan (<http://ab.mec.edu/departments/technology/pdf/2010technologyplan.pdf>). The results demonstrate that students are acquiring 21st Century skills. However, results from informal student surveys report dramatic inconsistencies in the overall use of technology throughout their K-12 learning experience, as teachers utilized technology to varying degrees. Addressing this issue is pertinent in order to meet expected outcomes as determined by the Teaching and Learning Committee.

Operational Efficiencies

On October 16, 2010, Department of Energy Resources Commissioner Phil Giudice joined local and state officials to present six communities, including Acton, with Green Communities grants, which fund projects to reduce energy use and costs. The grant provided the districts with an energy adviser who helped to assess the technology carbon footprint of the department. In conjunction with the district's "Power Down!" initiative, the department worked to modify current desktop configurations and help minimize energy consumption. Desktop computers were set to automatically shut down monitors when not in use; night-time backup processes and anti-virus scans were rescheduled to daytime events; and a print assessment was completed to help analyze annual spending on toner, paper, service, and maintenance. The department looks forward to more collaborative opportunities with these groups to further enhance our energy efficiency.

IT Hardware/Software Standards and Purchasing

Looking to consistently provide updated technology to staff and students, the department reviewed and updated the technology standards to meet district, business, and classroom requirements. As the proliferation of cloud-based, Internet services continued to grow in 2010-2011, the department approved cost-effective netbooks as an additional model for purchase, providing more technology resources at a lower cost. High school and junior high students can expect to have increased access to technology in the 2011-2012 school year.

Cyberbullying and Internet Safety

Our school community is committed to providing a safe learning environment for all members of the learning community. Our students are digital natives; however, we cannot assume they completely understand responsible online behavior. In 2010, the department supplemented each school's unique K-12 bullying programs with cyberbullying and online safety curriculum materials. Using i-Safe (www.isafe.org), a research-based publisher of media literacy and digital citizenship, our districts were able to meet state mandates and provide teachers with robust instructional tools.

Department of Educational Technology Staff

The Acton Public Schools and the Acton-Boxborough Regional Schools share an infrastructure maintained by the department. Among the staff are the full-time positions of Director of Educational Technology, Systems Administrator, and Data Information Manager; part-time positions include desktop support technicians, technology integration specialists, administrative support, and the webmaster.

In 2010, the technology team supported more than 1,700 cross-platform computer devices, 15% of which were older than five years. Each Desktop Support Specialist supported 187 computers in the Acton-Boxborough Regional School District and 379 computers in the Acton Public Schools. The districts' Technology Integration Specialists provided school-based support, with each school having 19 hours of dedicated instructional technology assistance. Both districts are working towards meeting the recommended staffing guidelines per the Department of Elementary and Secondary Education (<http://www.doe.mass.edu/edtech/techplan/07-10guidelines.pdf>). Both districts utilized PowerSchool Premier for their student information system and E-Sped for their special education needs, both of which are hosted off-site. These tools provided scheduling, attendance, grading, and reporting tools essential for efficient school administration.

Summer School

The Acton-Boxborough Regional School District Summer School had another successful year in 2011. With our enrollment of 510 students, we served ten fewer students than in 2010. Eight percent of our students came from seven other districts. Several Math, Science, and Physical Education courses reached capacity much later in the summer, forcing us to turn away fewer students (than in 2010) not currently enrolled in the Acton-Boxborough Regional School District.

Summer School course changes included the addition of an art course and the addition of a middle school math preparatory course: Math Counts. The low enrollment of the Elementary Program collapsed the three elementary classrooms into a single class. This in turn decreased the number of AB faculty positions to 18 from 21 in 2010.

The number of student scholarships increased by 7% from 2010. Increased need for financial services directly from the SS program came as a result of other community outreach/ campership programs not having the resources to meet the increasing community needs.

Tuition receipts continue to allow us to function as a self-sustaining educational program. We continue to serve Acton, Boxborough, and several outlying communities with first-rate, summertime, grades 1-12 educational opportunities.

Community Education

The Community Education office is located in the Administration Building, 15 Charter Road, Acton. Its staff organizes, staffs, and directs the following programs and activities.

Day and Evening Classes: Each year, Community Ed. offers nearly 2,000 classes for children, teens and adults. Classes and other programs are posted on the Community Ed. website: <http://comed.ab.mec.edu> and advertised in INTERACTION, the course catalog that is mailed four times a year to over 20,000 area homes. More than 10,000 students enroll in classes annually.

Extended Day: Serving 298 Acton families, Extended Day offers quality before- and after-school care for 366 children in grades K-6. Community Ed. runs a program at the Administration Building, as well as school-based programs at Conant, Gates, and McCarthy-Towne Schools.

All-Day Kindergarten Program: Community Ed. administers the business affairs of the All-Day Kindergarten program at each elementary school.

Summer Day Program: Located at the Administration Building, this program offers weeklong sessions to an average of 88 children per week in grades K-6. Activities include: Arts and Crafts, Music and Drama, Cooperative Games, Red Cross Swim Lessons, Free Swim, and Special Events.

Vacation Week Programs: During February and April school vacations, Community Ed. runs childcare programs that include field trips and enrichment activities. Community Ed. recently added one-day programs on the

school districts' annual staff professional day, to assist parents needing childcare on that non-school day.

Youth Basketball League: Over a 12-week period almost 900 boys and girls in grades 3 and up participate in weekly practices and league play. More than 150 paid and volunteer coaches, timers, and referees staff the league.

Driver Education: Community Ed. runs a Registry-approved driving school, offering classroom instruction and on-road training to 280 students annually.

Pool & Field House Programs: Located at ABRHS, the Pool & Field House Program provides the public with opportunities to use the high school pool and field house on the weekends. In addition to open swim and gym, Community Ed. runs a full Red Cross Swim Program, a youth swim team, master's competitive swimming, morning and evening lap swim, and water exercise classes.

Fitness Center: Community Ed. staffs public drop-in times at the Fitness Center, located at the Acton-Boxborough Regional High School.

Scheduling Use of School Fields: Little League, Softball, Pop Warner, Youth Lacrosse, and Youth Soccer, as well as individuals, businesses and community organizations, receive permits for school field use through Community Ed. Fees charged are returned to the school district to support the facilities.



War memorial on Acton Center Common

Scheduling Use of School Buildings: Use of the seven school buildings outside of school hours is scheduled through Community Ed.

Community Education receives no funding from the school districts or towns and runs all programs on a self-sustaining basis. Moneys are returned to the districts to use for space and equipment. For more information about Community Education and the programs that it offers, call (978) 266-2525.

Facilities and Transportation

The School District managed to fund several capital projects over the past summer after completing a very efficient fiscal year. Through the implementation of a productive energy conservation and education program and the successful planning and implementing of a sound capital project program, we have seen a steady reduction in our energy spending. This has created budget capacity that has contributed to the Districts' ability to fund end-of-the-year turn backs to free cash and E and D, as well as critical technology and other curricula tools and our own much-needed capital maintenance projects.

There were two major projects at the High School: the new Field House gym floor and extensive pool work. These projects bring additional benefit to the community through Community Education recreational offerings and certainly enhance the experience of our student population. The pool got a major facelift in that we drained it and gave it an acid wash; we even had our vendor ground out all the 25-year-old grout and re-grout the surface. It came out great, as did the new gym floor that speaks for itself as soon as you walk in.

Other capital projects included the completion of the rebuilding of the boardwalk connecting Gates and Douglas over Fort Pond Brook. This project would not have happened without the Friends of the West Acton Boardwalk and significant community fund raising. Thank you to everyone involved. Additionally, we were able to create a much more functional entrance into the Gates School, enhancing access and appearance. As always we had an eye on energy, and with the assistance of NSTAR we were able to change all of our outdoor lighting on campus to high efficiency induction lighting. The lighting looks cleaner; ongoing maintenance is reduced four times; and electrical consumption is drastically reduced. In fact the project pays for itself in a single year.

We look forward to supporting the school district this coming year. Please feel free to contact the Facilities Department with any questions, comments, or concerns.

In Conclusion

This report demonstrates that the Acton Public Schools and the Acton-Boxborough Regional School District are complex organizations. Nonetheless, the districts possess a clear mission and vision. They are fortunate to possess a dedicated staff that make a habit of constant self-reflection and, as resources allow, of renewal.

Our students, teachers, and administrators continue to perform at high levels – academically, athletically, artistically, personally, and professionally – and so the Acton Public Schools and the Acton-Boxborough Regional School District maintain a reputation that attracts people to the communities and to our schools. It is our intention to continue to provide the best possible education to the communities and to seek continued financial and moral support for this very important endeavor.

The towns of Acton and Boxborough have a great investment in the schools since the schools serve the communities' youth and adult populations through public schooling, Community Education, and as a center for much community activity. This is a win-win situation for both the towns and the schools that we want to maintain for the future.

Stephen E. Mills
Superintendent of Schools
On Behalf of the School Committees
January 2012

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL

About Minuteman

Minuteman is a four-year public high school serving the member towns of: Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston. Minuteman combines rigorous academics in preparation for college with relevant career and technical programs.

Acton Enrollment

As of October 1, 2011 twenty-five (25) high school students and five (5) post graduate students were enrolled at Minuteman providing a full time equivalent (FTE) of thirty (30) residents of Acton.

Minuteman experienced a 7% increase in the Freshman Class resulting in the largest freshman class in 12 years. The "Benefits of Minuteman" are clear:

Experience the Modern American High School.

Minuteman offers a distinctly modern learning experience where students venture beyond a traditional high school curriculum to explore their interests and discover their passion, whether that's Bio-technology, Robotics, Environmental Technology, or something else entirely from among our twenty majors.

Believe in Yourself. Students graduate from Minuteman with an enduring self-confidence that they can achieve anything they set out to do, no matter how high the hurdle, how long the road, how loud the skeptics.

Prepare for College and Life. Minuteman equips students with the academic foundation and study skills to succeed in college and the industry certifications and acumen to succeed in business, affording every student a unique flexibility upon graduation to pursue their dreams.

Learn from Experts. Minuteman's teachers are demonstrated experts in their respective fields, injecting a depth of knowledge and experience into their classes that is rarely found in public or private schools.

Be More Than Just Another Student. There is no such thing as "just another student" at Minuteman – instead, teachers and staff personally invest themselves in truly knowing each student and working closely with them to realize their full, individual potential.

Make a Fresh Start. From their very first day of school, Minuteman students are given the opportunity to make a fresh start among new friends and new teachers who will see them as they are and not as who they once were.

Acton-Boxborough Regional High School and Minuteman Half Day Program

Minuteman offers a unique program allowing juniors and seniors, who have passed the MCAS, enrollment on a half day-every day basis in a career major. This allows a student to graduate from Acton-Boxborough Regional High School and receive a competency certificate from Minuteman. Currently, no Acton students participate.

Minuteman offers 'Post Graduate' programs to Acton residents of any age who are seeking to enhance their skill development. Post-Graduate Students are charged tuition to offset operating costs.

2011 Acton Graduates and Awards

Miria de Souza, Health Occupations
Devin Howell, Environmental Technology
Alyson Williams, Retail Marketing/Banking

At the 2011 graduation, Alyson Williams received the Academic Achievement Award in Physical Education and Portfolio Award. Miria de Souza received the Acton Boxborough Rotary Club Award and the Mass. Secondary School Administrators Association Award.

| Student | Skills USA | |
|----------------|-----------------------------|-----------------------|
| | Competition Category | State Results |
| Henry Maynard | Programming & Web | 1 st Place |

Class of 2011 Graduate Achievement Highlights

- 73% college bound or advanced Technical Training, 12% career bound and 4% military. Overall, graduates achieved an 89% positive placement rate.
- 100% of Dental graduates passed the National Dental Board examination.
- 90% of Early Education and Care program completers were certified by the Massachusetts Department of Early Education and Care.
- 78% of Cosmetology graduates passed State Board examinations.
- Health Occupation graduates achieved 78% in college acceptance.

- 86% of Environmental Technology graduates earned the Massachusetts Grade II Municipal Wastewater Treatment Plant Operator License.
- Valedictorian Michael Breen, Biotechnology graduate from Bolton attending University of Rochester in Rochester, NY. Salutatorian Benjamin Basseches, Pre-Engineering graduate from Lexington attending Brown University in Providence, RI.

Capital Projects

- Lexington Water Department is requiring replacement of several major components of the school's water supply system. This work will be completed in December 2011; estimated total cost of \$120,000 is covered out of our FY12 budget.
- An emergency \$475,000 capital project was successfully completed. Lexington issued an order at the end of June 2011 in regards to the area of the school known as the Trades Hall. The order restricted access and occupancy to the Trades Hall immediately. Minuteman had to obtain a waiver from DCAM to hire a design architect, demolish the interior area and rebuild the area under current building codes in order to open school in the fall.
- MSBA Update: Minuteman is in the "pipeline" of the Vocational School Repair and Renew program announced by the State Treasurer's office in 2010. The Feasibility Study financing was unanimously approved by all 16 member towns in 2010. The School Building Committee will review various models to accommodate member community enrollment, as well as various levels of non-member enrollment. A final project model is expected by 2014.

Curriculum and Instruction

- Since 2008, all 9th grade students to have English and Math every day, rather than a "week-on-week-off" schedule, thus providing more consistent and concentrated instruction as well as project-based learning.
- The Educational Program planning process has identified several new programs that offer students increased choices in career majors, including Criminal Justice/Bio-Security, Animal Science and the Technical Theater Arts. Two programs phased out in 2010 included Office Technology and Auto Body Repair. Drafting and Design Visual Communications will be phased out by 2014.

Professional Development

- The Minuteman staff have created academic and Career and Technical Education (CTE) goals that emphasize formative assessment practices, teacher-to-teacher peer observations, Executive Function support, Reading Consultancies, and Academic-Career and Technical curriculum integration. The integration of technology to enhance student learning is an ongoing commitment.

Student Access, Participation and Support

- An Executive Function initiative was launched last year. Minuteman provides students with resources to enhance their planning and organization skills.
- Minuteman continues to support a full-time Reading Specialist. In addition to working with the students on his own caseload, he consults with academic and CTE teachers toward the development and application of a school-wide reading program.
- The Special Education department successfully implemented the Student Learning Center (SLC). The SLC allows students to understand their disability, develop skills, and techniques to minimize the impact of the student's disability, and to promote independence and personal responsibility. The SLC supports the transition to college.
- Minuteman offers 16 sports with three levels (Varsity, Junior Varsity and Freshmen) throughout the school year. Over the past 7 years the number of participants has doubled in many of the sports offered. Students have more than 20 clubs and activities.
- The Minuteman Parent Association (MPA) meets monthly and supports all aspects of the Minuteman community. In addition, the *Grant-a-Wish* program supports numerous initiatives and incentives for student achievement.

F. Dore Hunter
Acton's Representative to the
School Committee

ACTON MEMORIAL LIBRARY

Acton Memorial Library was a center of activity again in 2011. Meeting rooms and public computers were heavily used; March had the third highest circulation in the library's history, and there were 51 days when more than 1,000 people came to the library. The library was a haven for residents during the August and October storms, when many residents were without electricity for several days.

Changes and Special Events

There were a number of changes in staff during the year. Head of Circulation Gloria Reid and Young Adult Librarian/Computer Specialist Pam Parenti retired after many years of service to the library and town. Six other staff members left to relocate or for other positions. This offered the opportunity for staff to be promoted or try new roles. When the process came to its end, there were 15 changes in personnel assignments, including eight new hires. The extensive turnover and staff shortages forced the suspension of both story times and computer classes for several months.



Pam Parenti



Gloria Reid

A great deal of time and effort by both library and IT staff went into the migration of AML's forty-plus staff and public computers from a peer-to-peer network to the Town server. The change was complicated by the need to access the staff functions of the Minuteman Library Network and a number of research databases plus the use of several library-specific software packages.

An updated Circulation Policy was approved by the Board of Trustees, which also made the decision to proceed with RFID (Radio Frequency Identification) implementation. When completed in 2013, RFID will make both check-out and check-in processes much more efficient and improve the security of the collection.

The library constantly seeks ways to make better use of staff time. This led to changes to the book return slot and the addition of a phone and computer to the mending area to give staff working there more flexibility. Two changes to the state delivery system, which moves over 250,000 items a year in and out of Memorial Library, have saved staff time as well.

New links for 'News from the Library' and 'New Items' were added to the website's main menu. Gale's Testing and Education Resource Center, which includes SAT II subject tests, joined the library's many online resources.

A new program, 'Reading to Bo', encourages children's reading and communications skills as they read to service dog Bo during his weekly visits. A program on helping pre-schoolers prepare to read was offered in September.

Town Building Commissioner Frank Ramsbottom did a program on preparing for home additions and renovations. The Woman's Club holiday concert using the Fitzgerald Piano was held in December.

New bean bag chairs were added to the Children's Room and old couches replaced. New shelving was installed in the DVD alcove to accommodate expansion of that collection.

Surveillance cameras were installed in August. Their primary intent is to protect the Civil War Exhibit and deter/identify anyone trying to abduct a child from the Children's Room.

Three staff members attended the Town-sponsored Customer Relationship Training workshops and many staff went to professional meetings or programs offered by the Massachusetts Library System or the Minuteman Library Network.

Library Services

Acton Memorial Library offers a wide range of services, many accessible from home, for children and adults. The library has books, newspapers, magazines, DVDs, CDs, large print materials, recorded books, museum passes, local history and genealogy collections and a collection of artwork by Arthur Davis. Rental books and DVDs are offered, courtesy of the Friends of the Acton Libraries. There is an extensive, multi-format Chinese language collection and small French, Gujarati, Hindi, Korean, Portuguese, Russian, Spanish, and Tamil collections. The popular beginners' computer classes are offered regularly. Professional reference and children's librarians are available for assistance on-site, by phone and via email. Reserve collections for school assignments can be arranged. Library staff visited schools and classes came to the library for tours. State and federal tax forms are offered.

Online services include the ability to place requests for items; renew materials; download audiobooks and e-books; search the Minuteman catalog with Chinese, Japanese, Korean, and Russian input; pay for fines and lost materials; and reserve museum passes. Through the

library's website, www.actonmemoriallibrary.org, users can access subscription databases, the event calendar, the numerous online local history resources in the Civil War archives, and lists of new items and the Periodicals, Foreign Languages, and audiovisual collections. Materials can be obtained from other libraries and staff are happy to assist users who need help with the process.

Multiple public computers are provided, with support for international language scripts, including Russian, Chinese, Korean, and other Asian languages. Printers, photocopiers, a microfilm reader/printer, a flatbed scanner and a typewriter are available. Wireless Internet access is available throughout the library. Library users have access to small study rooms and there is meeting room space available for community groups; in 2011, 666 meetings were held at the library. Space is provided for tutoring, tutor training, student assessment, and conversational practice groups. The Civil War Exhibit, housed in the original building, is a unique resource for people interested in local history. The library offers delivery of materials to the homebound, and provides volunteer opportunities. There are pre-registered children's story times for two year olds, two drop-in story times for ages three to seven, a monthly Family Movie Night, and extra activities during school vacation weeks. During the summer reading program, there are drop-in craft programs for children and opportunities to perform in a short play. The Friends of the Acton Libraries sponsors a book discussion group. Other special programs include art displays, a collection of Arthur Davis paintings, speakers on a range of topics, and an annual reading by a nationally known poet.

Literary Arts Program

On March 29th, Robert Creeley Award winner Bruce Weigl read to an audience of 175 in the ABRHS auditorium. The winners of the Helen Creeley Student Poetry Prize, Soubhik Barari and Emily Sager, both ABRHS juniors, opened for the prize winning poet. They were selected from 45 individual responses received from 19 public and private high schools across the state. The next day Mr. Weigl visited ABRHS, reading and interacting with an audience approaching 1,000 students and made such an impression that he was invited to visit the school again in 2012.

Arts Committee

This committee selects the artwork that hangs in the library's meeting room. Trustee Ann Chang and Acton artist Kay Hartung co-chair the committee which has been in existence since the new library opened. Every February a call goes out to artists interested in using the meeting room's exhibition space. A jury of local artists is convened in early March to choose the work for the next season. April is reserved for student artwork from the high school.

The artists participating in 2011 were:
January & February: Kyle David Lindholm, drawing
March: Jean Winslow, monoprints/collage

April: Acton Boxborough High School Student Art Show

May & June: Sue Salem, photography
July & August: Joe Wallace, photography
September: Lineu Zadereski, painting
October: Lewka Cims, painting
November & December: Nan Rumpf, watercolor

For exhibitions outside the meeting room for the months of May, June and July, Carolyn Stock had her stained glass hanging in the upstairs windows. Sally Eyring had cast glass pieces in the case in the down stairs solar room. Information on the current artist and exhibition is on the library's website. The library and community have benefitted from the talents of these artists and we thank them for their participation.

Friends of Pine Hawk

The library continued to be host site for the Friends of Pine Hawk. This group was founded in 2002 to better understand and publicize the archeological and human story behind the great treasure trove of Native American artifacts discovered at the "Pine Hawk" site in South Acton during excavation for the sewer treatment plant. Trustee Bob Ferrara and Library Director Marcia Rich are among the group, which includes private citizens and other professionals from the Discovery Museums, the Acton Schools, and Town Hall. There were three initial goals of the group, all of which have been substantially accomplished. The first goal was to provide better public awareness of the Native American heritage of our region; the second, to make available appropriate curricula for Acton schools, and the third, to have some of the Pine Hawk artifacts accessible in town. In a wonderful exhibit on the first floor of Acton Town Hall, a number of artifacts are displayed, along with contextual information. There is also a teacher's kit with many replicas available through the Acton Health Department

As detailed on their web site at <http://www.actonmemoriallibrary.org/pinehawk>, the Friends again sponsored a month-long series of a series seminars and events as part of State Archeology Month in October. The Acton Memorial Library hosted four of these. The first was a lecture on a discovery in Concord by local archaeologist Shirley Blancke. This was followed by a book discussion group with local author John Hanson Mitchell on his book *Trespassing: An Inquiry into the Private Ownership of Land*. Next, award-winning documentary filmmaker Ted Timreck showed his newest film *The Devil's Footprint*, about the surprising archaeological discoveries in the Pequot and Mohegan Reservations areas. Finally, a Saturday afternoon event for younger patrons was hosted by James Stormhorse Sandborn, who explained his ceremonial dance clothing

and answered questions about Native Americans and powwows.

Charlotte Sagoff Memorial Garden

Two years ago a new garden was dedicated to the memory of Charlotte Sagoff, a beloved Acton resident for many years. Located just outside the main entrance to the Acton Memorial Library, many people find it a comfortable, serene place to visit. The garden's 20 foot by 25 foot area includes a brick path and patio, three metal benches, a granite block table, and attractive, low maintenance plantings. Acton Recreation Director Cathy Fochtman and a dedicated band of volunteers have carefully planted and tended a variety of flowers and shrubs, all specially adapted to this environment. Besides participating in seasonal group activities, each volunteer assumes garden oversight duties for a week.

This privately funded project was turned over to the Town last year. Its development was supported by members of the Acton Memorial Library Board of Trustees, the Friends of the Acton Libraries, and most of all, ACES (Acton Citizens for Environmental Safety). Funding and other essential assistance was provided by over 100 donors, including several leading local businesses. All listed on <http://www.actonmemoriallibrary.org/garden.htm>.

Civil War Exhibit and Commemoration

In April, 195 people toured the Civil War Exhibit as part of the annual Patriots Day Trolley Tour sponsored by the Acton Historical Society and Iron Work Farm.

The library held a Civil War encampment in August in the Acton Arboretum to commemorate the 150th anniversary of the return of Acton's militia company from their three month service at the start of the Civil War. Two units of Civil War re-enactors participated; the Lawrence Civil War Memorial Guard, which portrayed the 6th Massachusetts Infantry, and the 5th Massachusetts Battery of artillery. While the crowd was smaller than hoped for due to the approach of tropical storm Irene, they were enthusiastic with a number of good questions. The event was funded in part by a grant from the Acton-Boxborough Cultural Council.

Library Statistics

Calendar Year 2011

Circulation: 655,342, down 1.66%

Traffic Count: 261,744 (down 3.2%)

Use of public Internet computers: 29,668 (up .4%)

Books read for the Summer Reading Program: 9,710 (up 19.3%)

Fiscal Year 2010 (July 2009-June 2010)

Acton residents with active library registrations:
14,502 (down 1.4%)
Collections (total items): 159,034 (up 2.6%)
Reference questions: 16,837 (down 12.7%)
Children's programs: 175 (up 14.4%)
Children's program attendance: 3,782 (up 20.0%)
Adult programs: 64 (up 20.8%)
Adult program attendance: 490 (down 59.2%)
Items requested from other libraries: 64,380 (up
.1%)
Items requested by other libraries: 63,723 (up
3.6%)
Number of people volunteering: 204 (up 64.5%)
Payments sent to Finance: \$55,204 (up .9%)

Hours of Operation

The library is a seven-day-a-week service (67 hours a week) most of the year and a six-day-a-week service through the summer months.

| | |
|---|-----|
| Monday through Thursday | 9-9 |
| Friday and Saturday | 9-5 |
| (Saturdays 9-1 mid-June through early Sept.) | |
| Sunday | 2-5 |
| (closed Sundays mid-June through early Sept.) | |

The library is closed on state and federal holidays, Easter, and the day after Thanksgiving.

Staff

The Trustees recognize and appreciate the dedicated effort that members of the library staff make to create a welcoming environment.

Staff as of December 31, 2011

30-40 hours/week

| | |
|---|---------------|
| Library Director | Marcia Rich |
| Assistant Director | Ellen Clark |
| Head of Circulation | Sue Callahan |
| Head of Reference | Susan Paju |
| Head of Children's Services | Lee Donohue |
| Young Adult/Technology/ Community Services Librarian | Julie Glendon |
| Reference Librarian | Shannon Bloom |
| Library Assistant II | Kaja Michaels |
| Library Assistant II | Joy Hamel |

20-29 hours/week

| | |
|------------------------------|--------------------|
| Technical Services Librarian | Stephanie Knowland |
| Children's Librarian | Elise Katz |
| Administrative Assistant | Mary Katis |
| Library Assistant II | Karen Anderson |
| Library Assistant II | Eunice Gorman |

10-19 hours/week

Children's Librarian
Library Assistant II
Library Assistant II
Library Assistant I
Library Assistant I
Library Assistant I
Library Assistant I
Library Assistant I
Library Assistant I
Library Assistant I
Library Assistant I
Page
Page
Page
Page

Marilu Nowlin
Anshu Sood
Barb Floss
Jennifer Keefe
Kristin McLeod
Mary Serr
Anshu Sood
Lauren Hutton
Mary Ellen Wilson
Donna White
Mary Wile
Zuzana Giertlova
Kathleen Rimsa
Jane Thomsen
Renjia Xu

Less than 10 hours/week

Children's Librarian
Reference Librarian
Reference/Children's Librarian
Page
Page
Page

Jennie Simopoulos
Amy Stimac
Jane Flanders
Gina Kelly
Kathryn Morrison
Elana Richmond

Volunteers

This year saw many volunteers who gave their time and skills to assist in all areas of the library's operations. The Trustees sincerely thank each and every one for their invaluable support. A yearly event is organized by the Trustees to recognize the volunteers and to thank them for their dedication and service.

Trustees

Joseph Glannon, President
Ann Chang, Vice President
Suzanne Shanahan, Secretary
Dennis J. Ahern
David Barrat
Thomas Dunn
Robert Ferrara
Ian Hirst
Robert Surdel

WEST ACTON CITIZENS' LIBRARY

2011 was a terrific year at Citizens' Library. After three years in a whirlwind of structural and technological changes, we spent 2011 catching our breath and learning how best to incorporate our new technology into the library, while still maintaining the high level of personal service our patrons have come to expect.

Throughout the year, the library participated in many West Acton community events. In May, we hosted several local artists and craftsmen, as well as a massive book sale at our Annual May Fair. We held the event in conjunction with Spring Market Day hosted by the Acton-Boxboro Farmers' Market. The fair was a wonderful success, raising close to \$2000 to support the Tot-Time story hour program at the library.

Our cooperative efforts with the Farmers' Market continued throughout the summer and into the fall as we once again added Sunday hours to the library schedule through the Farmers' Market season. In addition to being open, this year we added mini book sales on three Sunday's and raised an additional \$600.

October brought our annual participation in the West Acton Oktoberfest, where volunteers ran another used book sale and raised \$1000 for the library. For the first time this year we were able to hold the sale, despite the rain, by setting up in the newly restored Windsor Building across the street. The Windsor Building proved to be a perfect location for library events and one we hope to make much greater use of in the future. Later that month we held our annual Halloween event, where Diane Edgecome, a professional storyteller, delighted young and old listeners with her spooky stories around the campfire. And lastly, in December, Santa Claus spent an afternoon in the wing back chair of our reading room taking Christmas orders from local children.

In collection development, the library added a considerable number of books for young adults and in the coming year we will re-catalog the juvenile collection to separate out books for elementary school readers from those more appropriate for older students. This year we also made significant additions to our DVD, large print and children's collections. Our adult fiction collection remains diverse and strong.

Throughout the year, we have, of course, been conducting the usual business of libraries; purchasing and processing new books, discarding old books and putting great books into the hands of as many readers as possible. Along these lines traffic in the library and circulation numbers remain steady. The library continues to run on the power of our dedicated volunteers. Annette Lochrie continues to run a very successful Tot-Time program for children ages 2-5 and the library continues to be an integral part of the West Acton Village community as well as the Town of Acton as a whole.

Trustees:

Pam Cochrane – Member at Large
Nancy Lenicheck – Chairman
Ellen Spero – Secretary

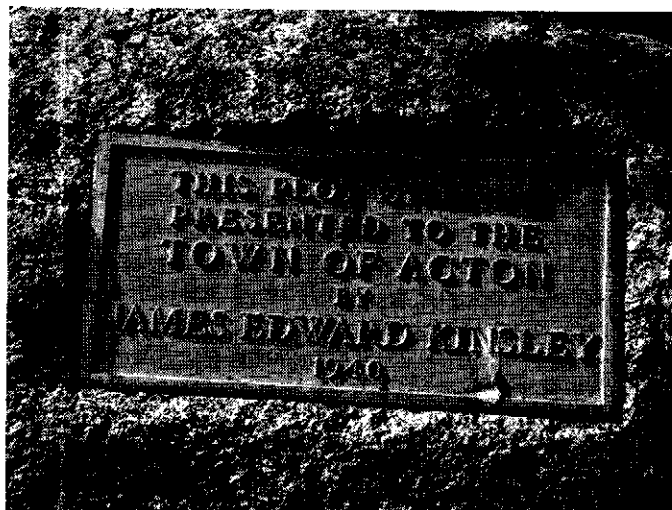
Volunteers:

Lyrl Ahern
Trudi Carson
Pam Collins
Dot Curtis
Kaleta Fraizer
Corrine Merkh
Janice Rosenblum
Jo-Ann Spurr

Student Volunteers:

Margaret Conway
Alina Khan
Nikita Khan
Laura Kissane
Anna Weinberger

Jennifer Friedman
Library Director
jfriedman@acton-ma.gov



CULTURAL AND HISTORICAL ACTIVITIES

CULTURAL COUNCIL

A. About the Acton-Boxborough Cultural Council

The Acton-Boxborough Cultural Council (ABCC), established in 1982, has as its mission to promote the arts, to help develop cultural programs in the Acton and Boxborough communities and to award and administer Massachusetts Cultural Council (MCC) Grant funds. Volunteers are appointed to the Council by the Selectmen of each community, but it functions as a single entity undertaking these activities:

- Review of grant applications from individuals, libraries, schools, and arts organizations and awarding MCC grant funds to projects that provide a local public benefit. The ABCC is one of 329 Local Cultural Councils (LCCs) that are funded by the Massachusetts Cultural Council through an annual appropriation by the state legislature;
- Sponsorship of cultural programs for the Acton and Boxborough communities using funds generously designated by Town Meeting of each community. These funds have been used by the ABCC to present jazz, classical, and world music concerts, vocal performances, films, opera, public art installations and more;
- Advocacy for the arts through community outreach and publicity.

The ABCC's activities take place from September-June; calendar year 2011 encompasses the second half of FY11 (January-June) and the first half of FY12 (September-December). This Annual Report gives preliminary results of our FY12 Grant Cycle in which we plan to support 29 individuals, schools, libraries and arts organizations using state funds allocated to us by the Massachusetts Cultural Council. This report will also highlight the local events, programs and collaborations the ABCC was able to undertake in 2011 thanks to the continued financial support from our Towns.

B. ABCC Members

Voting Members:

Acton: Suman Adisesh, Barbara Estabrook, Yanni Gou (resigned June 2011), Greg Hutchins, Anne Krinsky, Padmaja Kuchimanchi (resigned June 2011), Tse-Ming Wang (appointed September 2011), Mary Spinosa-Wilson.

Boxborough: Pascale Belin-White, Mitzi Garcia Weil (resigned June 2011), Nancy Kumaraswami, Marion Powers.

ABRHS Advisory Board Members (non-voting):

Maya Hardimon, Skylar Harvey (resigned October 2011), Nichita Kulkarni, Hannah Sim and Melissa Trimble.

Barbara Estabrook of Acton served as chair in 2011. Greg Hutchins of Acton served as Secretary through June of 2011. Anne Krinsky became Secretary in October 2011. Pascale Belin-White and Marion Powers, both of Boxborough, and Tse-Ming Wang of Acton were co-Grants Coordinators. Mitzi Garcia Weil of Boxborough was Treasurer through June 2011 when she was replaced by Greg Hutchins. Publicity coordinator is Marion Powers. Suman Adisesh of Acton is webmaster.

Acton-Boxborough Regional High School Advisory Board:

This program is collaboration with ABRHS through Student/Faculty Support Coordinator Kay Steeves. Our students actively join in our monthly meetings and participate in and support Council events including grant application review. Four ABRHS seniors are currently active with the ABCC.

Recruitment: We work closely with the Acton and Boxborough Boards of Selectman on our continued membership efforts. Yanni Gou of Acton was replaced by Tse-Ming Wang of Acton.

C. Mass Cultural Council (State) Funding for FY12:

The ABCC is one of 329 Local Cultural Councils (LCCs) funded by the Massachusetts Cultural Council (MCC) through an annual appropriation by the state legislature. Each fall, we are required to distribute this annual allocation through a grant process. We receive applications for two kinds of grants: 1) LCC Grants that fund projects by individuals and groups; and 2) Field Trip Grants that help subsidize the cost of cultural field trips. We review each application and award monies considering the quality, originality, and creativity; planning, budget, and most importantly, community benefit of each proposed project.

At the beginning of fiscal year 2012 the ABCC was allotted \$7740 from the MCC, level with our allocation in FY2011. Also we had a rollover of funds from previous grant cycles that had to be granted in this cycle, bringing our total amount available to grant to \$8086.

It was another competitive grant season. We publicized the availability of grants through emailed and posted fliers and press releases in The Beacon and Action Unlimited. Also we provided telephone and email consultation to several first-time applicants. Applications also were available at our staffed display table at the West Acton

Oktoberfest. We received 39 applications requesting a total of \$31,558.50 in funding. The number of applicants and the total amount of funding sought have been consistent over the past several years. After very difficult and lengthy deliberations the ABCC chose to fund 29 projects that give the greatest benefit to our communities. Final approval from the MCC of local council grant decisions is expected in late January; grantees are notified and grantee names and grant amounts are announced to the public at that time.

D. Local Funding and Council-Initiated Events

The ABCC was once again generously supported by both Acton and Boxborough town funds via warrant articles and line items. The dedication of the voters, Boards and public officials in both towns is truly remarkable. Acton provided the ABCC, through a Warrant Article, with \$2000. Boxborough provided \$1,500 for exclusive use in Boxborough. Few local cultural Councils enjoy this level of local support. We are extremely grateful and seek every opportunity to acknowledge the support of our two towns. We are grateful also for the physical support that the two towns provide: meeting spaces, access to the town copiers, etc. 2011 was the third year the ABCC benefitted from the excellent support of the Information Technology Department of the Town of Acton, to scan all 39 grant applications and provide online access to all Council members to the scanned documents through the Town website. This saved thousands of sheets of paper and many hours of labor. Our "green" grants cycle has received statewide recognition from the MCC.

We are also thankful for the continued support from our liaisons, Acton Selectman Janet Adachi and Boxborough Selectman Becky Neville.

The ABCC sponsored and collaborated on several exciting events in 2011. Details are below.

1. Acton 275th Birthday Celebration and Chinese New Year, February 2011

The Cultural Council continued its collaboration with the Acton Chinese Language School and the Acton Recreation Department as a co-sponsor of this hugely successful event at ABRHS. More than 1000 people attended the day and evening event.

2. FY11 Grantee Reception – April 8, 2011

(Below) Acton Music Project entertained reception guests.



The ABCC held its annual Grantee Reception at Sargent Memorial Library in Boxborough. This event provides a valuable opportunity for grantees to meet, to publicize their projects, and to network with other arts-minded individuals and groups. In addition to our FY11 grantees, our state and local legislators and officials were invited to attend. Each grantee had a chance to speak briefly to acknowledge supporters and collaborating artists and organizations and to highlight upcoming events. Representative James Eldridge, Representative Jen Benson, Acton Selectwoman Janet Adachi, and Boxborough Selectmen Les Fox, Becky Neville and Frank Powers attended. Performances by 2011 grantees included the Acton Music Project (AMP), Harvard pro Musica chamber singers, and Emily Sager, AB junior and first place winner of the Helen Creeley Poetry Award. Also we took the opportunity to thank and celebrate retiring ABCC member Mitzi Garcia-Weil



Prizewinning poet and ABRHS student Emily Sager read at the reception



ABCC member Padma Kuchimanchi (center) with ABRHS advisory group members Nichita Kulkarni (left) and Melissa Trimble (right)

3. "Our World" International Film Series

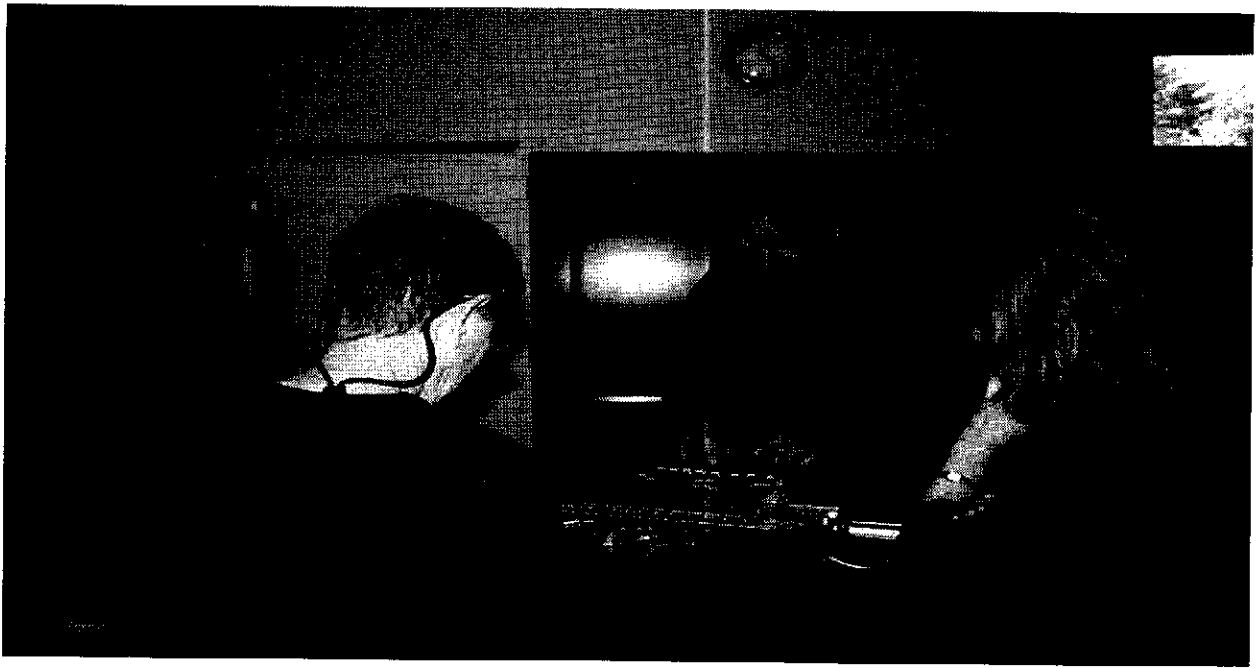
Following 2008's year-long festival of cultures called "Our World," and the 2009 and 2010 series of acclaimed international films for adult audiences, we showed three international films in 2011. Each international film was introduced by a local resident with special expertise about the film and its country of origin. Once again ABCC member Greg Hutchins coordinated the series and ABRHS Advisory Group member Hannah Sim created an eye-catching flyer. Greg Hutchins introduced the historic Russian film and ABRHS Advisory Group member Melissa Trimble introduced the French film. The third film was Czech. Showings were held at Acton Town Hall, and the films shown have been donated to the Towns' libraries for their collections. We hope to continue the series in 2012 and beyond, with the theme and slogan "May is Movie Month". The Acton IT and Facilities Departments were especially helpful with the 2011 film series.

4. The Art of Recycling Workshop and Exhibit

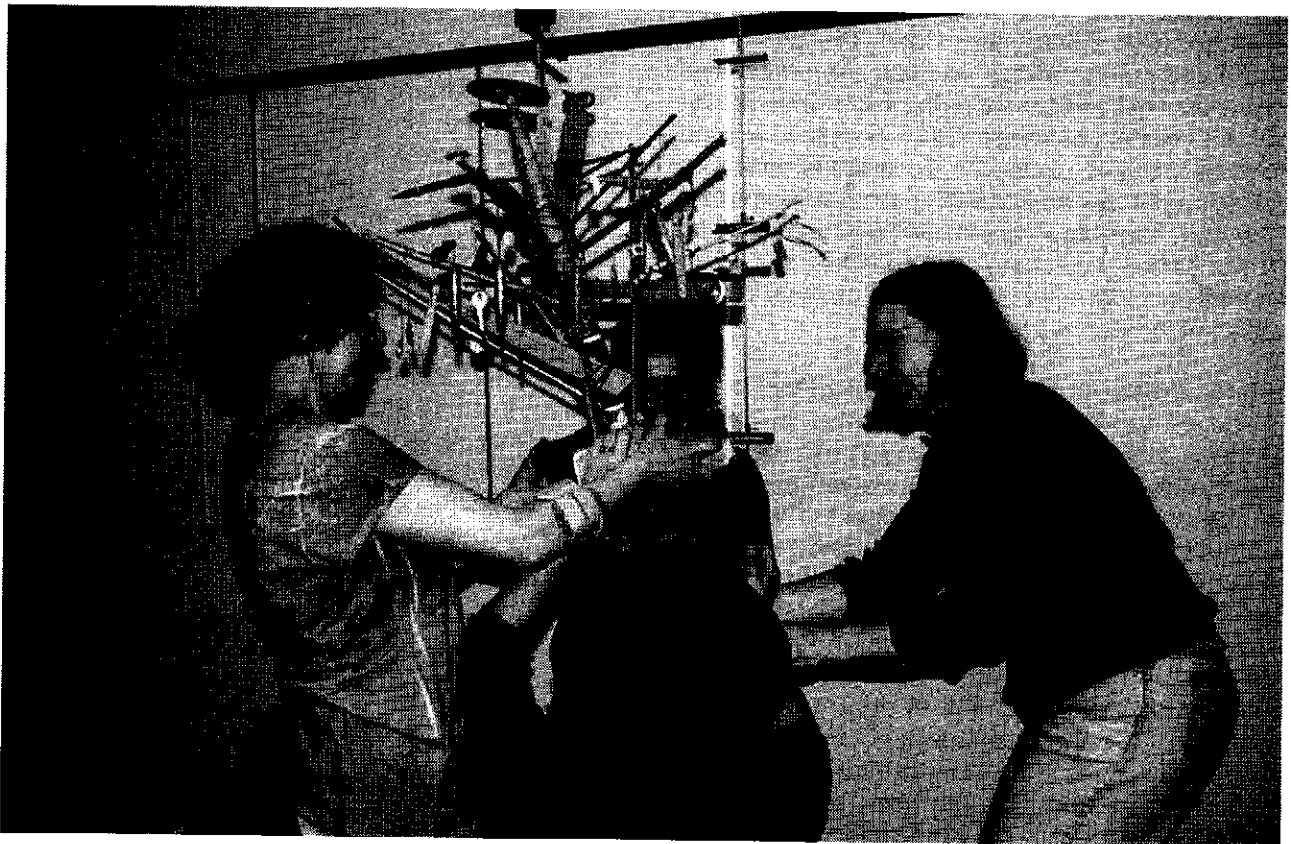
Many months of generating ideas, planning, and reaching out to other community organizations and individuals culminated in this fall's Art of Recycling events sponsored by the Acton-Boxborough Cultural Council. On Saturday September 17, we offered a free workshop at NARA Park with Sculptor William Turville. A pavilion full of materials was available to older children and adult participants along with tools, glue guns, assistance and expert consultation. We were fortunate to have also the assistance of Acton Public Schools art teachers Celia Knight and Anne Kress. This was followed by an exhibit at the Sargent Memorial Library, October 15 through November 19. The exhibit featured 46 works exhibited indoors and outdoors, created by professional artists, students at Blanchard School and Acton Public Schools, and enthusiastic amateur sculptors. It was a wonderful demonstration of ingenuity and vision. The exhibit especially benefited from our collaboration with the Art program at Blanchard School including numerous creations by fourth and fifth grade students and many contributions by art teacher Eileen Barnett. The grand opening event on October 15 featured a concert on instruments made from recycled materials by Viktor Lois and Yin Peet of Acton. The workshop, opening and exhibit were well attended and generated much positive feedback. We were very pleased to host a celebration of the visual arts for the first time in several years, and to be able to include major events in both towns. ABCC members Anne Krinsky of Acton and Pascale Belin-White of Boxborough were the lead organizers for the events and curators of the exhibit. Collaborating departments and organizations included the Acton Recreation Department, Sargent Memorial Library, Boxborough Department of Public Works, and Green Acton



Kiera Cudmore with her piece "Farmer" (left) and Jim Snyder-Grant trying out his windmill, at the Art of Recycling workshop at NARA, September 2011.



Above, Viktor Lois of Acton (center) demonstrates one of his handmade recycled material instruments to Anne Kress, Acton resident and art teacher at Merriam and Douglas Schools (left) and ABCC member Marion Powers of Boxborough. Lois' sculpture "Hand Rotary Guitar" hangs on the wall in the left background. It was part of the ABCC's Art of Recycling exhibit. Below, ABCC members Anne Krinsky of Acton and Pascale Belin-White and Nancy Kumaraswami of Boxborough place the piece "Junk Tree" by Gates School student Christina Lai on a stand for display in the exhibit.



HISTORIC DISTRICT COMMISSION

Properties within Historic Districts carry a special distinction because of their protected status, which enhances the value of both the property and community in which it is located. We are fortunate to have three historic districts in Acton: South Acton, West Acton and Acton Center. These districts were established to preserve the architectural significance and rich character of these neighborhoods. Each is administered by the HDC according to the rules and regulations set forth in Massachusetts General Laws, Chapter 40C, and by-laws of the Town of Acton as enacted at Special Town Meeting in 1990. Historic District Commission procedures are intended to permit appropriate architectural changes while protecting neighborhoods from alterations that might lower economic and aesthetic values of individual properties. In 2011, the HDC received and reviewed 68 applications and several requests for preliminary reviews.

The HDC is charged with providing educational opportunities as well. In 2011 the HDC co-sponsored, with the Historical Commission and Town of Acton Municipal Properties Sustainable Preservation- The Power of Preservation and Reuse as a Green Strategy, a lecture with architect Jean Carroon, FAIA, LEED® AP. Buildings account for nearly 40% of all U.S. energy use and carbon emissions. With one of the country's leading preservation architects as guide, the lecture explored the power of adaptive reuse to reduce those numbers and move us toward sustainability. Jean Carroon is a principal in Goody Clancy's highly regarded preservation practice and has earned national recognition for her expertise in applying sustainable-design technology to historic buildings. Other activities included a letter to all property owners in the districts reviewing the application process and providing general information about the HDC; collaborating with SATSAC in the South Acton Train Station project, and writing letters of support for preservation and/or design review for projects both in and outside of the districts.

In 2010, in collaboration with the Building Department staff, HDC files were first scanned into DocuShare (the Town of Acton's tool for sharing paperwork electronically) so that applicants and citizens can both review applications in process and find information from the past. This project continued, and information on properties is now available by address and found through the HDC page on the Town of Acton website.

We receive many inquiries about the process of reviewing applications. The HDC is required by law to review the architectural appropriateness of most proposed exterior design changes in the three districts, whether they are alterations, new additions, or removal of structures. These rules apply to all buildings in the districts, even those

you might not consider "historic." It is the owner's responsibility to submit a completed application to the Commission to start the review process prior to commencing any work and prior to the issuance of building permits. Certain items and changes are excluded. Detailed guidelines governing exterior changes in a historic district have been adopted by the Commission and are available on the Town of Acton website www.acton-ma.gov or from the Town Clerk.

Examples of Items typically requiring a Certificate of Appropriateness include changes visible from a public way, including installing new siding, trim or shutters; new additions, demolitions, removing or altering porches, balconies or other building elements and features; replacing or installing exterior doors, chimney caps, windows, stairs, gutters or railings; light fixtures, satellite dishes, antennas, sheds, skylights and fences.

Examples of Items typically NOT requiring a Certificate include color of paint, storm windows, storm doors, window air conditioners; planting or removal of trees, shrubs and other plants (except when required for screening, as specified as a condition on a certificate); flags and flagpoles, moveable garden furniture, and garden objects and ornaments such as bird and bat houses, bird feeders, and sculpture; temporary play equipment (not set in cement or attached to a building); temporary signs and banners, including political and real estate signs; minor repairs and maintenance which does not change the visual appearance at all.

The HDC consists of qualified volunteers appointed by the Selectmen and whenever possible includes a property owner or resident of each district, an architect and a real estate agent. We are currently looking for one new member (as an alternate.) The commission meets the second and fourth Tuesday of each month. All of our meetings (second and fourth Tuesdays) are open to the public and we warmly invite you to attend. Please contact us at any time by e-mail: hdc@acton-ma.gov. The 7:30 PM time slot at each of our regularly scheduled meetings is available for Citizens' Questions. This is a "drop in" time for members of the public to ask questions and share feedback without making an appointment. We also offer workshops, lectures and walking tours- please e-mail us hdc@acton-ma.gov with the subject heading: Add to Events List, if you would like advance notification of these.

Members:
Kathy Acerbo-Bachmann
David Barrat
David Honn
Pamela Lynn
Michaela Moran
Anita Rogers
Ronald Rose

HISTORICAL COMMISSION

The Historical Commission was faced with a number of challenges during the year. Early on, an application was received to demolish an antique barn at 12 Coughlin Street. The barn was in a state of collapse from the frequent snow storms and, after reviewing the remains, there was no possibility of preserving the structure. This was also the case for another barn located at 219 Parker Street, which had also fallen victim to the snow load. A third barn at 43 Newtown Road was damaged by a fallen tree. In each case, the structure was reviewed, along with plans for a replacement structure and the demolition permit issued.

We reviewed plans for a replacement structure at 90 School Street, a house that has been seriously damaged by neglect along with the Albert Hayward house at 153 Summer Street, also the victim of neglect. Both structures were built about 1850 and had reached a point where restoration was virtually impossible. While we sought uses for the original powder mill office building, it was removed as was a late 19th century barn at 57 Robbins Street.

The long awaited revisions to our Cultural Resource List were completed and have been placed on file at the Town Hall. We are awaiting volunteer help to copy and distribute these forms to the several locations where they are maintained.

We became involved with the design of a structure for the "Trail through Time" which will occupy the mill site of Thomas Wheeler, Jr. located on Wheeler Lane in North Acton. We also reviewed plans to make the cellar hole of the Wheeler house more accessible.

During the year, Jim Chiarelli served as a liaison on the committee to draft a conservation restriction on the recently purchased Caouette-Simeone land in South Acton. Tory Beyer served as our liaison to the Community Preservation Committee. Bill Dickinson has been working with various consultants to begin the process to stabilize, preserve and convert the Asa Parlin house at 17 Woodbury Lane into additional meeting space. All three of these members have spent countless hours in attending meetings, developing plans and specifications with the goal of preservation of the community for the future of Acton.

Kimberly Connors-Hughes resigned in November in anticipation of moving to another town. She served as Chair-person at the time but could not continue in her position due to residency requirements. Bill Klauer took her place as Chair and Bill Dickinson became the Vice-Chair. Brad Maxwell has continued as our Clerk. We would like to commend Anita Dodson, who has now served on the Commission since 1971, thus completing 40 years. Our commission was only two years-old at the time she joined.

In late December, we were notified that the Acton High School built in 1926 and located on the corner on Charter Road and Massachusetts Avenue has been placed on the National Register of Historic Places.

Respectfully submitted,
Victoria Beyer
James Chiarelli
William Dickinson, Vice Chair
Anita Dodson
William Klauer, Chair
Bradford Maxwell, Clerk



Quimby Memorial Day 1920

COMMUNITY DEVELOPMENT

ACTON 2020 COMMITTEE

The Acton 2020 Committee is responsible for creating a comprehensive community plan for Acton. This plan, if passed at Town Meeting, will become Acton's primary planning document and set a course for the town of Acton for the next two decades. This planning process is required by the State of Massachusetts every 10 years. It gives the residents of the Town of Acton a way to engage with each other in understanding how we want the town to change or stay the same, and discuss how to help make that happen.

The overall planning process has three phases, as shown in Figure 1:

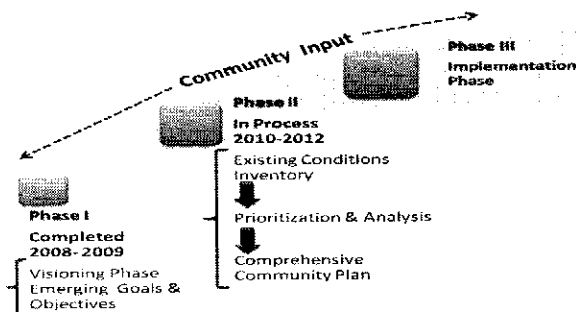


Figure 1

As a committee, our responsibilities are to implement Phase II:

- Review and refine the emerging vision, goals, and objectives of the Phase I outreach process conducted in 2008.
- Gather data and facts for the existing conditions inventory and analysis report including progress made since the 1998 Master Plan Update
- Run a public process to develop a plan for the future of Acton covering each of the major planning areas outlined in MGL Chapter 41, Section 81 D, which are: Land Use, Housing & Population, Economic Development, Historic & Cultural Resources, Open Space & Recreation, Natural Resources, Community Facilities & Services, Circulation & Transportation. The Board of Selectmen also chartered us to consider Sustainability.

We work closely with town staff and the consultants hired for this project. In 2011, we worked with this larger team to draft and review sections of the report, and to run and learn from many public meetings. Highlights of 2011 include:

- Three public workshops in March:
 - Eat, work, shop: Economic Development in Acton
 - How can we love cars and hate traffic?: Getting around Acton
 - Where, how much, what kind, for whom?: Housing in Acton
- The June 23rd Choose Your Own Acton workshop to help choose a preferred planning alternative for Acton. At this meeting, residents expressed a strong preference for concentrating any future growth to key town centers, along with related efforts to protect open space, and support employment-oriented businesses in Acton.
- In September we explored and refined the details of the plan in a series of public meetings with key experts, influencers and other citizens.
- In November this work culminated in a public meeting to roll out the current implementation plan and gather more feedback What's Next? Strategies for Act(i)on. This event focused on prioritization, and gathering information on how citizens would want their tax dollars used (or not used) towards some of the more capital-intensive recommendations.

During this entire year, we continuously gathered and reviewed additional feedback submitted to our blog, our Facebook page, and the 'contact us' page on our website, acton2020.info. You can learn more about the plan there.

We look forward to finishing the report this year, reviewing it with as many residents as possible, and bringing it to Town Meeting for approval. If that all works out, Phase III begins in earnest right after that: implementing the plan.

Members:

Margaret Woolley Busse, Chair
Jim Snyder-Grant, Vice-chair
Sahana Purohit
Celia Kent
Paulina Knibbe
Charles Mercier
Bill Marathias
Sandeep Verma

CABLE ADVISORY COMMITTEE

The Cable Advisory Committee serves to advise the Board of Selectmen in matters pertaining to Cable Television in the Town of Acton and to assist with license negotiations. We also accept complaints from consumers and work with the cable company to resolve issues.

During the past year the committee main goal was to monitor completion of the Verizon FIOS rollout. The Verizon representative informed the Committee and the Town Manager on November 4th that the Verizon FTTP build out to all single family homes in Acton has been completed. Verizon is still working on completing service rollout for multi-dwelling units where premise access licenses are required to complete the build out.

Throughout 2011, the Committee has been working closely with recently established Acton Community Access Television Inc. or better known as ActonTV. This year ActonTV studio carried the momentum from the previous year in terms of improvements in services and programming. By far the biggest ActonTV achievement was opening the new studio location at 16A Craig Road. The new studio is a significant improvement over the location at the Acton-Boxborough High School. The ActonTV Board of Directors, members, and employees put a lot of hard work into finding and building out the studio from an industrial space into a modern public access studio. The new studio offers facilities for filming the shows, editing the video material, and meeting rooms for members and the entire community.

One of the key services the Committee provides is the processing of citizen complaints with regard to cable service. The committee can assist the citizens by maintaining cordial relationship with cable service providers in Acton. The Cable Advisory Committee maintains a relationship with the Government Affairs Managers for both Comcast and Verizon. It also elevates customer service complaints when citizens have exhausted the customer service channels.

The Committee meetings are usually held on third Thursday of each month. Acton citizens are always welcome to attend the meetings.

Members:
Oleg Volinsky, Chair
Michael Geis
Chester Ruszczyk
Terence Lobo
John Covert, Associate Member

DESIGN REVIEW BOARD

In 2011, the Design Review Board's fifth year, the Board re-evaluated its charge working with Selectmen Janice Adachi and David Clough. The DRB also updated the Design Review Guidelines (first written in 2007) for the Town which, along with its new charge, awaits BoS approval. They are expected to be on the Town website in the near future.

The DRB's new charge is expected to include the review of multi-family residential developments (4 units or more) along with commercial development referred to us the BoS and other Town Boards. DRB review is non-binding. All reviews are sent in memo form to the BoS and referring board to assist in project evaluations.

The Board's mission continues to be to enhance Town character, work to improve the 'look and feel' of the Town, encourage a proponent's creativity and practice of a multi-disciplinary approach to project evaluation.

In 2011, the DRB:

- Prepared a final memo on the TD Bank project under construction at Kelley's Corner stressing the importance of pedestrian access to the site;
- Participated in Acton 2020, encouraging the Town to review its zoning to make it consistent with Master Plan goals;
- Canvassed Acton developers, residents, and DRB attendees for their feedback on Design Review and its implementation in Acton;
- Posted a large-format display of the proposed updated Design Review Guidelines in the Acton Memorial Library rotunda for public review and comment over six weeks in the summer.

The Design Review Board meets the first and third Wednesday of the month in Town Hall, alternating between room 126 and room 121. Meetings are open to the public. Please drop in and join us.

Members:

Ann Sussman (Architect), LEED AP, Chair
Holly Ben-Joseph (Landscape Architect), Vice-Chair

Chris Dallmus (Architect), LEED AP
David Honn (Architect)
Conor Nagle (Civil Engineer) - Associate Member
Ryan Bettez (Real Estate management) / Kim Montella (Realtor, Civil Engineer) - Planning Board Liaisons (Alternate Members):

DRB Selectmen Liaison is David Clough and we thank him for his efforts on our behalf. We also thank Janet Adachi for her efforts writing the updated DRB charge.

DRB@acton-ma.gov

ECONOMIC DEVELOPMENT COMMITTEE

During 2011 the Economic Development Committee, along with Town staff members and others, including the Middlesex West Chamber of Commerce, worked to implement the Committee's 2011 goals relating to enhancing and promoting the business environment in Acton.

The Committee is organized around five "Teams" or subcommittees which are focused on separate challenges. The Teams consist of the following: Research and Demographics, Marketing, Supporting Existing Businesses in Acton, Seeking New Businesses in Acton, and Development. The Committee has mission statements for each Team and has made continued progress with the first three Teams during the year.

In the meanwhile, the Committee has traditionally served as the place where businesses with proposals which might be placed before the Town can come and share their ideas and solicit suggestions for how best to proceed. That very important activity will continue unabated during 2012 as the Committee expects to have a voice in a number of economic development issues which can be expected to arise during the year.

In addition to the foregoing, the Committee will sometimes become involved where an issue before the Town has business overtones or would have the effect of altering our business development environment. This can involve the Committee in discussions of zoning, development policy, signage, land use, etc. In those instances, the Committee is expected to coordinate with Town staff as well as other committees such as the Planning Board.

The Committee and its Team on Supporting Existing Businesses became involved in a dispute arising from

the Town's renewed enforcement of the signage portion of the Zoning Bylaw. Beginning in 2010 and continuing through 2011 the group has participated in a review of the bylaw itself preparatory to proposing changes which can be presented at an upcoming Town Meeting. In addition the group has made recommendations for streamlining the enforcement process and educating the public as to the Town's signage requirements, which has already begun.

Acton is currently pursuing the next phase of its Master Plan, and the Committee's Demographics Team has coordinated its efforts to collect useful market data with the consultants working on data gathering for the Acton 2020 Master Plan process. This information, along with the results of the 2010 census, will form the base of information which we provide to prospective businesses who are analyzing business opportunities in Town.

The Committee's Marketing Team has closely coordinated its efforts with those of the Middlesex West Chamber of Commerce and has worked with local merchants to launch and enhance a "Buy Local" campaign. During 2012 the Marketing Team will continue to develop specific programs targeted on enhancing the retail sales environment and making Acton's benefits to business more widely known. The Committee has deemed surveys to be a useful tool for data gathering and is looking into one for the business community.

The Committee's goals for 2012 relate to completing the set-up of the first three Teams and the launching of the fourth Team focused on Soliciting New Businesses for Acton. In addition, the Committee is seeking to deepen its relationship with the Chamber of Commerce and other business related groups in Town. A key goal for the new year is to enhance the 'customer friendliness' of town services in those departments likely to impact local businesses. In order to meet these goals the Committee will seek to expand its membership and develop leaders for the Teams. We meet the first and third Thursday of the month at 7:30 p.m. in Room 204 at Town Hall.

Members:

Ann Chang
Chris Pappas
Derrick Chin
David Clough
David Didriksen
Dick Calandrella
Doug Tindal
Jeoff Hall
Harry Mink
Nancy Dinkel, Chair

PLANNING DEPARTMENT

The Department provides technical, logistical and administrative support to the Planning Board, Board of Appeals, Board of Selectmen, Acton 2020 Committee, Community Preservation Committee, and Economic Development Committee. Ongoing major projects include the Assabet River Rail Trail, the Bruce Freeman Rail Trail, environmental remediation on the 90 Martin Street property, [Caoutte land] and Acton 2020 – the development of the Town's new Comprehensive Community Plan. All duties and work are carried out under the direction of the Town Manager. Department staff: Roland Bartl, AICP, Planning Director; Kristin Alexander, AICP, Assistant Planner; Scott Mutch, Zoning Enforcement Officer/Assistant Planner; and Kim Gorman, Secretary.

Planning Board

When reviewing development applications, the Planning Board strives to protect the health, safety, and welfare of all Acton residents – present and future, and to preserve the integrity of Acton's character. These aspirations are framed by the Town of Acton Master Plan, the Zoning Bylaw, and the Subdivision Rules and Regulations. The Planning Board's authority is also defined and limited by the State Zoning Act (MGL Ch. 40A), the State Subdivision Control Law (MGL Ch. 41, S. 81K-GG), and the constitutional rights of land owners. Members of the Planning Board are volunteers, appointed to five-year terms by the Board of Selectmen. At the end of 2011, the Board's members were, Ryan Bettez (Chairman), Jeff Clymer (Vice Chair), Ray Yacouby (Clerk), Roland Bourdon, Derrick Chin, Kim Montella, and Margaret Woolley Busse. Planning Board meetings are open to the public, usually at 7:30 PM at the Town Hall (Faulkner Meeting Room - 204) on the first and third Tuesday of each month.

The Board heard and approved applications for two small subdivisions, one application for commercial signage, and a few amendments and permit extensions to previously approved projects. Fifteen ANR plans (Approval Not Required plans per Subdivision Control Law) were signed. The Board heard and recommended three zoning bylaw changes including an update of the Groundwater Protection District map. The 2011 Annual Town Meeting adopted the recommendations.

Development Permits by other Boards

The Board of Selectmen issued one site plan special permit, one special permit for the transfer of development rights in the North Acton Village District, and six use special permits. The Board of Appeals granted one variance and two special permits.

Zoning Enforcement

The Zoning Enforcement Officer's reviewed 388 building permit applications for zoning compliance. Zoning enforcement continued primarily in response to complaints filed by Acton residents and businesses.

Bicycle Lockers

The Planning Department oversees the bicycle locker rentals at the South Acton train station. Most of the 40 available lockers were rented for the year.

Rail Trails

The Assabet River Rail Trail in Acton and Maynard, and the Bruce Freeman Rail Trail in Westford, Carlisle, Acton and Concord are still in final design with design completion anticipated in 2013. The hope remains that Federal funding can be secured for construction soon thereafter.

See also separate reports by Acton 2020, the Board of Appeals, the Economic Development Committee, and the Community Preservation Committee.

Roland Bartl, AICP
Planning Director

PUBLIC CEREMONIES AND CELEBRATIONS COMMITTEE

The Acton Ceremonies and Celebrations Committee would like to thank all those who have helped put together the ceremonies and celebrations for the year 2011

On Patriots Day, Scouts and Citizens followed the Acton Minutemen as they retraced the Isaac Davis Trail to the North Bridge in Concord. This was the 54th anniversary of the retracing of the line of March. The Memorial Day Parade was successful again this year with bands from the Schools, Acton Minutemen, Girl Scouts/Boy Scouts, Little Leaguers and Veterans marching in the parade with Ret. Airman 1st Class, Allen Nelson as the Grand Marshal. Veterans Day was observed on the Acton Town Common with numerous speakers as we dedicated the new Veterans Memorial on the Town Common. The Acton Minutemen presented the history of the Flag at this ceremony.

All these events were successful due to the efforts of individual volunteers and civic-minded groups that pitched in to help us commemorate the history of our community and our country.

The Public Ceremonies and Celebrations Committee needs your help in planning these important celebrations. Please join the Committee and add your talents to our celebrations!

Gail L. Sawyer, Chair

RECREATION DEPARTMENT

The Recreation Department creates programs and events for the community at municipal parks, playgrounds and fields. We administer permits at NARA Park, athletic fields, picnic rentals, T.J. O'Grady Skate Park and Camp Acton. We work at enhancing our facilities, programs and event offerings every year.

The Recreation Department has been operating NARA Park for over ten years, opening the Park to the public in the spring of 2000. This 40+ acre outdoor recreation area is home to 6.5 acres of irrigated softball/soccer fields, a 3,000-seat amphitheater with a multi-purpose storage shed/snack bar, playground, volleyball courts, handicap accessible paved walking trails, a 500 foot long bathing beach with two shade structures, 9-acre swimming pond, a picnic pavilion that includes a snack bar, restrooms and changing facilities, and three tented picnic areas.

The demand for NARA's picnic areas and fields has increased for large functions such as weddings, corporate outings, family reunions and celebrations. NARA Park beach provides the only public swimming area in town and serves over 600 members, in addition to selling over 4,500 daily passes each season. This area is a hot bed of activity during the summer months. Programs include beach operations consisting of a lifeguarded beach, Red Cross Swim Lessons, boat rentals and snack bar. Recreation also runs a full-day camp, NARA Summer Camp for ages 4-15.

During the spring/summer our Acton Adult Softball League (AASL) remains one of the most popular adult sport options in Acton. Recreation assists league sponsored athletic events, and coordinates the Town's annual July 4th celebration. Recreation hosts a free summer concert series at NARA Park's Amphitheater, underwritten by generous local businesses. We also host community events each year, such as American Cancer Society's Acton Relay for Life, Acton Lions Club Town Fair, Old Gold Rugby Tournament (international attendance), theater productions, and cultural events such as Sri Lanka Day, Acton Chinese Cultural Day and all new for this coming year, Celebrate India. NARA is also home to many special events each year including Winter Carnival, Beach Party and Monsterbash. The Recreation Department offers a variety of classes for all ages at NARA Park throughout the year.

In terms of staffing, Maura Haberman, our Event and Program Coordinator, returned after a prolonged absence this summer and is back to working her magic. The Natural Resources Department hired Melissa Settipani, who is assisting Recreation Director Cathy Fochtman and Maura Haberman with Recreation operations. Melissa has a graduate degree in Recreation Management, an undergraduate degree in Communications, and is a certified teacher in early childhood development. Her experience includes coaching soccer and lacrosse, teaching at various childcare centers, and working at summer camps with all different ages of children.

The year 2011 opened with a joint celebration of the Chinese New Year at Acton-Boxborough Regional High School on February 19. The Town of Acton, the Acton Chinese Language School and the Acton Boxborough Cultural Council collaborated to offer one of the Town's special events to celebrate its 275th Anniversary. Many activities were free of charge and tickets for a special dinner and stage performance were offered to a full house. NARA's Winter Carnival, scheduled for February 5 was unfortunately canceled due to "too much snow". Continual snowstorms in January, coupled with two back-to-back snowstorms the week of the event, left our grounds crew with too few resources and space to handle the safe removal of snow in time for the event. Interestingly, the news went viral, as news commentators as far away as Minnesota found this amusing!

This year's slate of summer concerts and events at NARA was the most extensive to date. Through the generous support of our business sponsors, we offered two dozen events! Thank you to all our summer series concert sponsors: AAA Southern New England; AB Cultural Council; Acton Jazzercise; Acton Medical Associates; Atlas Fireworks; Barron Chiropractic; Cambridge Savings Bank; Donelan's Supermarket; Dunkin' Donuts; Emerson Hospital; Enterprise Savings Bank; Especially for Pets; Gould's Clothing; Harsip & Stuart, PC; Harvard Pilgrim Health Care; Holiday Inn Boxborough; James V. Tabner; Joseph Perry Plumbing; Onyx Transportation; Roche Brothers; Ruth Lull; Scheier & Katin, PC; Second Hand Pose; Sorrento's Pizza; and Kayem Old Tyme Franks.

Our first Bluegrass Festival at NARA Park took place Saturday, June 11 from Noon to 10 PM with many area performers and headliner, Amy Gallatin & Stillwater. July 2nd was Acton's annual Independence Day event. It was a perfect day filled with carnival rides and games, entertainment by Jugglin' John, NARA's mascot Xiris the Cat, DJ Mel, and the always stirring performance of the Air Force Band of Liberty. The Recreation Department presented Mr. Richard Usherwood a plaque for Recreation Volunteer of the Year for his dedicated service to our youth theater program. After the concert, there was a beautiful

fireworks display sponsored by Donelan's Supermarket and Gould's Clothing that lit up a crowd of 10,000 that filled the entire park.

If you watched FOX 25 news the morning of July 8th, you must have noticed Acton's NARA Park. Acton was featured on FOX News as one of their "Zip Trip" destinations. Local businesses were spotlighted demonstrating their products.

On July 15th, we had a Beach Party at NARA Park with games and contests for the kids. We also had entertainment by the Scooby Snax band and Hawaiian Hula dancers. Saturday, July 23rd, NARA hosted for the 2nd year in a row, KASHMIR (The Ultimate Led Zeppelin Tribute Band). This was a special ticketed concert and was a full three hours. KASHMIR fans showed their support by jamming to their music in front of the stage. Our Thursday night concerts were a success! Big Rhythm Wine featured Grateful Dead classics, while BJ Magoon and Driving Side-ways played blues and roots. We also hosted two classical concerts, big band concert and a jazz concert.

Halloween is a special time for fun events for Recreation. Our annual Cemetery Tour was led by Bill Klauer. Despite the Halloween Storm of 2011, the tour still went on as planned. Thank you to Dunkin' Donuts for keeping everyone warm with fresh coffee and refreshments! Monsterbash continues to grow and had the largest attendance to date. Special thanks to Mr. John Chalmers and the Massachusetts Department of Corrections, Concord, for conducting the free hayrides! The theme for this year's Monsterbash was a black light dance party.

NARA Beach was open for the season from Saturday May 28 through Friday, August 26. Red Cross swimming lessons were offered to 76 participants. NARA Camp opened on June 21 and ran for ten weeks through August 26. The Camp was well attended with 285 participants, overseen by new Camp Director Rachel Schwartz. Rachel has been a NARA camp counselor since 2005, bringing many years of experience to the role. She is a certified EMT and is applying to Nursing School after completing her degree at UMASS Amherst this spring.

The Recreation Department collaborated this fall with other town departments for grant opportunities. A \$2,000 grant from the Community Health Network Alliance Area 15 (CHNA 15) was awarded to underwrite an informational kiosk at NARA to promote The Acton Health Department's "Active Acton" Healthy Communities initiative. The department was also awarded a grant from the Acton-Boxborough Cultural Council for the Bluegrass Festival.

We are happy to be closing out another successful Recreation year with major improvements to the NARA Playground in December and the highly successful fundraising efforts by the Friends of the Playground to replace the Goward Playground. Kicking off the fundraising drive in September, they have surpassed their goal of \$11,000 in 2011.

The Recreation Commission continued its role of providing support and counsel to the Recreation Department. Member Kim Bodnar resigned and will be missed, as she has moved her home from Acton to Lincoln. New member Stephen Leo has joined the Commission and is focusing on playground issues.

The Recreation Department wishes to thank our supporters, who assist the department in carrying out our mission: "Building a sense of community through quality recreation." Thank you to the youth sports leagues and programs for their assistance in providing quality playing fields to local youth, with both funds and labor. We appreciate the continuing support of our major sponsors and many local businesses. Thank you to community organizations, including the Acton Garden Club and Acton Family Network, for their support of recreational spaces such as NARA and playgrounds. The Recreation Commission has our gratitude for their time and support; Acton Recreation values the many volunteers that helped with special events and concerts and to the ABRHS Volunteer Coordinator, and our colleagues at Town Hall: Natural Resources, Municipal Properties, Police, Fire, Health, Highway and Civil Defense, have our thanks for their important contributions.

Department:

Cathy Fochtman, Recreation Director

Maura Haberman, Events & Program Coordinator

Cheryl Getsick, Secretary

Melissa Settipani, Natural Resources Facility Worker

Commission:

Karen Jarsky, Chair

Bridget Matz, Vice Chair

Betsy Mercier

Stephen Leo

SENIOR DISABLED TAX RELIEF COMMITTEE

The Senior and Disabled Tax Relief Committee administers the voluntary fund established by the town several years ago to provide tax relief to seniors and others under town-approved state legislation. The committee is composed of the Town Treasurer, John Murray, former Selectman Peter Ashton, Board of Assessors member Susan Miller, and two citizen volunteers, Carol Mahoney and Nancy Gerhardt. The committee is ably assisted by Brian McMullen of the Assessors Department.

Last year the committee was able to help several individuals and provided total relief of approximately \$9,000. The committee reviewed fewer applications this year due to the fact that many qualified individuals received assistance from other sources, including exemptions under other programs administered by the Board of Assessors. The committee works with the Board of Assessors to ensure that those eligible for other forms of relief are first served by those programs before being reviewed by us. In prior years the committee has been able to provide greater relief to more people because we have had more applications. We encourage any citizen of Acton to donate to this fund in any amount you are comfortable with and we encourage those who believe they may qualify for relief to apply. The Assessors' office is always willing to help those qualified individuals who seek tax relief.

This past year the committee also worked to develop home-rule legislation for Town Meeting approval to permit greater tax relief for seniors. This petition was based on similar legislation developed in several other towns.

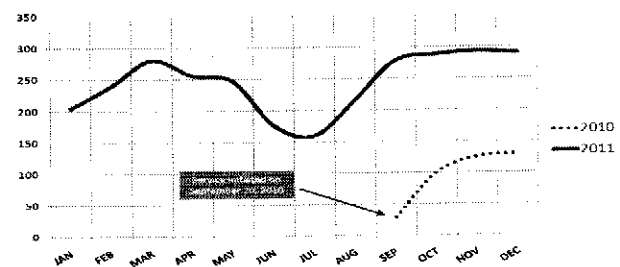
In addition, other forms of tax relief are available for seniors and veterans. For example, the work program continues to attract a full complement of volunteers who donate their time in jobs for the Police Department, various Departments in Town Hall and the Memorial Library. The Assessors provide outreach to seniors and others to inform them of the various programs available under the law that provides property tax relief. Feel free to contact the Assessors office if you have any questions about property tax relief.

TRANSPORTATION ADVISORY COMMITTEE

The Transportation Advisory Committee (TAC) met ten times in 2011. Members provided outreach at Town Meeting, Octoberfest, and Junior High and High School Parent Evenings, and met with MassDOT and officials of Acton as well as nearby towns, in order to advise and support the Board of Selectmen on transportation issues. The MinuteVan shuttles (www.minutevan.net) have remained the primary focus of the Transportation Advisory Committee during 2011, and are expected to in 2012.

The MinuteVan Rail Shuttle carried 2,928 passengers in 2011. After the starting period, usage has leveled out to just fewer than 300 passengers a month except for the summer months. The results were encouraging enough for MassDOT to continue the Air Quality Mitigation Grant to fund 70% of operations for fiscal 2011-2012.

MinuteVan Commuter Rail Shuttle
Total Monthly Passengers
2010 - 2011

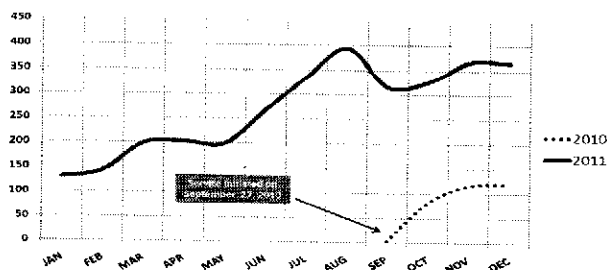


Source: Transportation Inc. Month of December 2012 estimated.

However, there is significant capacity for increased ridership and off-site parking. In January, 2012 the Town announced a price decrease. TAC is considering more outreach to encourage use of the Rail Shuttle. We are of course always open to suggestions, and have received several.

Ridership for the MinuteVan Dial-a-Ride tripled during 2011, to almost 400 per month. Demand is now outstripping supply, with peak time slots filling up as early as two weeks ahead, and TAC is actively investigating operating changes that would allow the town to serve more riders. These may include some scheduled services, coordination with the town's other dial-a-ride services (Roadrunner and Council of Aging), use of the Rail Shuttle Van between trains, and service hour changes.

MinuteVan Dial-a-Ride
Total Monthly Passengers
2010 - 2011



Source: Transaction Inc. Month of December 2011 estimated.

However, in spite of the efforts of TAC and others, last spring MassDOT decided other needs were more pressing and did not renew the Dial-a-Ride's operating grant for the second year. Operations have continued through stopgap measures, but the uncertainty makes long-term planning difficult.

An informal survey of users in the fall produced a number of responses; many focused on how citizens are becoming dependent on the service, while others suggested improvements. Both the Dial-a-Ride and Rail Shuttle are operated by Transaction Associates of Woburn, Mass.

In other activities, the chair of TAC has been working with her counterparts in nearby towns and with the Work Without Limits Initiative at UMass Medical to explore

coordination of transportation services within the region. The most tangible result is a Route 2/495 stop for a shuttle between Fitchburg and Bedford Veterans Administration Hospital, Alewife, and Boston hospitals. (<http://www.mrta.us/bwshuttle.html>).

In 2011, TAC was awarded \$2000 to create a video promoting local car-free transportation and \$500 for bike rack installation, through the Health Department's Active Acton program, funded through Lahey Clinic. These projects are underway.

TAC met with representatives of Acton 2020 to discuss transportation priorities in the town's long term plan. TAC has also been working on increasing bike racks at destinations in Acton. For 2012 the committee expects to further concentrate on increasing bicycle access in Acton. TAC seeks new members, and would welcome interest from bicyclists.

Members:

Jim Citro
Michael Fisher
Bengt Mutén
Franny Osman, Chair
Jim Yarin

Board of Selectmen Liaison: John Sonner
Email: tac@acton-ma.gov



Seniors trolley ride



Senior Zumba class

PUBLIC WORKS AND ENVIRONMENT

BOARD OF APPEALS

There were four requests for Variances with one granted, two denied and one withdrawn. There were two Special Permit requests of which both were granted. There were six requests for Petition for Review to overturn the Zoning Enforcement Officer's decision. The Board upheld four, overturned one and partially upheld the sixth application. There were also two requests for Petition for Findings with one granted and one denied.

Members:

Ken Kozik, Chairman
Jonathan Wagner
Marilyn Peterson

Alternate Members:

Richard Fallon
Francis Mastroianni
Adam Hoffman,

BUILDING DEPARTMENT

New single family dwelling permits stayed the same as last year. Permits for residential additions and alterations increased. As part of the Board of Selectmen Policy 79, banner permits for non-profit organizations were issued. The Building Department started issuing Sheet Metal permits in February of 2011.

There were 1,437 Electrical, Plumbing and Gas permits issued in 2011.

The figures for the year ending December 31, 2011 are as follows:

| | | Estimated Construction Costs: |
|-------------------------------------|------------|--|
| New Residential | 47 | \$11,061,692 |
| Residential Additions & Alterations | 710 | \$11,335,179 |
| New Commercial | 4 | \$4,452,053 |
| Commercial Additions & Alterations | 83 | \$6,071,773 |
| Demolitions | 15 | \$288,750 |
| Sheet Metal Permits | 37 | \$135,500 |
| Total | 896 | \$33,344,947 |

Staff:

Francis Ramsbottom, Building Commissioner
Mark Barbadoro, Local Building Inspector
Dennis Ring, Local Building Inspector
Jan Mannone, Clerk
Cheryl Frazier, Secretary

CEMETERY COMMISSION

Acton's cemeteries are overseen by a three person commission that oversees the operations at our three cemeteries. This group was formed during the Civil War and has remained a three person board since its conception in 1864.

During the past 12 months we held 11 meetings to discuss aspects of funding, maintenance and special requests that present themselves from month to month.

A number of items that were accomplished included the removal, pruning and maintenance of the various trees that shade the 8,000 plus graves. Storms in late winter, a hurricane and finally the late October snow storm did significant damage to the trees and shrubs. Money was appropriated to hire for removal of broken, hanging limbs and re-shaping of trees to restore their appearance and lessen future damage.

In the early part of the summer we became aware of a parcel of land adjacent to Mount Hope Cemetery that was up for sale. This parcel had been identified as something that should be acquired if and when it came on the market. It consisted of both upland that could accommodate up to 4,000 grave spaces and a much larger parcel that was wetland. The asking price was more than three times the amount that we had set aside for future land development or acquisition. The Open Space Committee had also looked at it and determined that its value was considerably less than the owners were requesting. At any rate, the parcel was sold to a local developer who anticipates building several homes on the site.

We continually look at methods of funding to repair the roadways, replace or extend the water systems and pay for repairs that are not covered under perpetual care. We need to replace or resurface the main roadway into Woodlawn and the lower Mount Hope driveway. Both are in poor condition due to constant use, frost heaves and lack of maintenance. In preparation for this, we have met with the Town's attorney to determine the scope of several funds to ensure that they can be utilized for these much needed repairs. Under the Town's Charter, the Cemetery Department comes under the Department of Natural Resources and we thank Tom Tidman for all his advice, assistance, research and knowledge that he provides us. The maintenance of the cemeteries is headed by Shawn O'Malley and his crew who spend untold hours attending to details of internments, mowing, pouring footings for stones, watering, seeding, and pruning of the hundreds of graves in each cemetery.

Woodlawn Chapel continues to be utilized for both funerals and weddings. Anyone wishing to visit the building may do so by calling the Cemetery Department at 978-264-9644.

Finally, our continued thanks go to Allura Overstreet, our secretary. All inquiries, phone calls, requests for information are directed to her and most can be answered by her knowledge of the data base that she created and maintains.

I would also wish to thank Barbara Walsh and Brewster Conant, who serve with me as Commissioners and all the citizens of the Town whom we serve.

In the calendar year 2011 the sum of \$140,359.26 was paid to the Town Treasurer to be deposited as follows:

| | |
|---------------------|-------------|
| General Fund | \$67,934.26 |
| Cemetery Land Fund | \$13,695.00 |
| Perpetual Care Fund | \$58,730.00 |

Members:

William A. Klauer, Chairman
Brewster Conant, Secretary
Barbara Walsh, Member at Large

COMMUNITY PRESERVATION COMMITTEE

The Community Preservation Committee (CPC) is responsible for the administration of the Community Preservation Fund, the selection of projects for recommendation to Town Meeting for funding, and the monitoring of the progress of funded community preservation projects. By statute, Community Preservation Funds may be allocated to those projects which support the acquisition, creation, and preservation of open space, historic resources, community housing, and land for recreational use.

From the first funding round in 2004 through October 2007 the Town benefited from a 100% State match for all locally raised Community Preservation Funds. Due to a revenue drop in the Massachusetts Community Preservation Trust Fund and an increasing number of cities and towns adopting the Community Preservation Act (CPA, M.G.L. Ch. 44B), the 2008 State match dropped to 67 %, in 2009 it was 35% and in 2010 was 27%. In 2011 Acton again had to make do with 27 percent. Nevertheless, Acton's Community Preservation Program continues to garner town support and funding of worthy and eligible projects.

At the beginning of 2011 the Community Preservation Fund balance stood at \$1,576,289 plus \$945,000 in

the Open Space Set-Aside Fund and \$44,000 in a Historic Preservation Set-Aside Fund. In April, Town Meeting approved funding from the Community Preservation Fund for eight projects, an additional set-aside for open space, and administrative costs, totaling \$1,295,696. A Community Preservation Fund balance of \$ 324,593 remained unallocated and the Open Space Set-Aside Fund was now at 1,395,000. The funded projects included support for affordable community housing at \$150,000, for historic preservation of various structures including the Acton Women's Club in the center of Acton, the church building owned by Theater III in West Acton, the Asa Parlin house behind Town Hall, additional restoration of windows in Town Hall and in Memorial Library and for the project Trail through Time for a total of \$648,209; \$450,000 was set aside into the Open Space Set-Aside Fund; and \$47,487 was allocated to cover the Town's direct and administrative costs for the CPA Program.

Some community preservation projects were completed during 2011, among them:

- The exterior preservation of Exchange Hall in South Acton.
- The completion of the Archeological Reconnaissance Survey.

In addition, community preservation moneys funded ongoing projects and programs such as:

- An Open Space Acquisition and Preservation Fund to assist with appraisal, legal fees, and other costs related to the land acquisition process.
- Supporting the Acton Housing Authority with development funds for the proposed Sachem Way community housing that will help the authority leverage state construction funding.
- The Community Housing Program Fund administered primarily by the Acton Community Housing Corporation (ACHC). Among other things, the fund pays for buy-down assistance, closing costs, and down payment assistance to first time income eligible homebuyers of deed restricted affordable community housing units.
- Acton Housing Authority tenant support services.

CPA funding for the Bruce Freeman Rail Trail, which will take several years to complete, has helped leverage \$1,431,500 in State design funding that includes design funding in Concord as well as Acton. Design of the Assabet River Rail Trail in Acton and Maynard is well on its way; CPA funding had leveraged a \$1,080,000 Federal

transportation earmark. To date, CPC funds have supported approximately 73 community preservation projects throughout the community.

As of June 30, 2011, the Town had raised approximately \$759,458 from the local CPA surcharge for FY2011 (unaudited) and in October 2011 received \$202,313 in State matching funds (27%). (The bill that would set a floor of 70% State matching funds for every community (SB 90) is still awaiting action in the Massachusetts Legislature). Together with \$324,593 that remained unallocated at the 2010 Annual Town Meeting and interest earned in FY2011, Acton's total estimated Community Preservation Fund balance at the end of 2011 is approximately \$1,308,359, plus the \$1,395,000 in Set-Aside Funds for open space. In addition, the CPC expects some turn backs of leftover funds from prior years' CPA funded projects.

Over the summer 2011 the CPC updated the annual Community Preservation Plan. This process included soliciting comments from community organizations and Town Committees, a public hearing in September to ascertain the needs, possibilities and resources of the Town regarding community preservation, and comments and suggestions from Townspeople and representatives of interest groups eligible for CPC funding. The Final 2012 Plan was published in September 2011 and is posted on the Town website. It contains updated guidelines and information for applicants seeking community preservation funds.

In late September the CPC held a workshop for prospective applicants. This session allowed applicants to discuss their potential projects, ask questions about the application process, and gain a better sense about what constitutes a strong CPA funding application.

In November, the Committee received ten applications for funding in 2012, for a total request of \$2,340,846.00. The CPC is currently reviewing all applications and will be interviewing each applicant. The CPC will then deliberate and decide which project and at which funding level to recommend to the 2012 Annual Town Meeting. In its deliberations, the CPC will consider available funding, the applicants' proposals, legal opinions, applicant interviews, input from Town Boards, including the Selectmen and Finance Committee, and comments from the general public.

The Community Preservation Committee generally meets every 2nd and 4th Thursday of the month in either the Acton Memorial Library meeting room or room 204 at Town Hall. All CPC meetings are open to the public and the Committee welcomes public participation throughout our annual process. Townspeople may e-mail the Committee at cpc@acton-ma.gov or contact the Town Planning office at (978) 929-6631 with questions, comments, and feedback. For additional information and to view the

current Community Preservation proposals, townspeople may visit the Community Preservation page on the Town website at www.acton-ma.gov.

Members:

Walter Foster – At Large (Chair)
Roland Bourdon – Planning Board
(Vice Chair)
Corrina Roman-Kreuze – At large
Janet Adachi – Board of Selectmen
Victoria Beyer – Historical Commission
Andy McGee – Conservation
Commission
Susan Mitchell-Hardt – At large
Elisabeth Mercier – Recreation
Commission
Ken Sghia-Hughes – Acton Housing
Authority (Clerk)
Doré Hunter – Associate
Peter Ashton – Associate
Roland Bartl, Planning Director,
Town staff support

ENGINEERING DEPARTMENT

Services

The Engineering Department provides the Town's various departments and committees with civil engineering and land surveying services. During 2011, the Engineering Department worked on the following:

Public Works Projects

- Supervised the reconstruction of the sidewalk on Spruce Street.
- Worked with the Highway Department in implementing various DPW Projects.
- We've been working with the Sidewalk Committee and residents on sidewalk designs along Great Road, High Street, Martin Street, Summer Street and Taylor Road.
- Supervised the drainage improvements made at the end of Ethan Allen Drive.
- Conducted traffic counts using the Department's counters/classifiers on various roads in Town such as Taylor Road.
- Coordinated repairs and possible improvements with the MassDOT on projects that are located on State-controlled roads such as Great Road, Mass Ave, and Route 2.
- Provided our assistance during the major storm events

Special Studies

- Assisted the Selectmen's Sidewalk Study Committee with various questions related to sidewalks under consideration for construction.
- Assisted the Recreation Department with their proposals for a Miracle Field at NARA and the playground improvements at Goward Field.
- Assisted the IT Department with GIS implementation. Work will continue in 2012.
- Worked with the Manager's Office and the South Acton Train Station Advisory Committee regarding commuter rail station issues.
- Worked with the Manager's Office to address changes proposed to the Mass Ave railroad crossing in West Acton by the MBTA
- Worked with the Highway Department in coordinating the design and construction of the new salt storage shed at 14 Forest Road. This work will continue in 2012,
- Re-certified the Town's Train Whistle Ban with the Federal Railroad Administration
- Assisted the Manager's Office with their proposal to install solar panels on the Town Landfill.

New Development Work

The Engineering Department reviews plans and engineering calculations submitted for approval to various Town boards such as the following:

- site plans for the Board of Selectmen
- street acceptance process for the Board of Selectmen
- comprehensive permits for the Board of Appeals
- new special permits for the Planning Board
- new subdivisions for the Planning Board

The Department inspected the on-going construction of new subdivision roads to ensure compliance with plans and specifications and also prepared road bond calculations for these developments.

Ongoing Duties

- Prepare amendments to the Traffic Rules and Orders
- Prepare maps and graphics for other Town Departments
- Prepared various Town Meeting Articles
- Maintain and update the Town atlas and other maps
- Maintain and repair the Town's 4 traffic signals
- Maintain, repair and collect the money from the parking meters at the South Acton Commuter Parking Lot
- Collect groundwater samples at the landfill
- Issue and inspect street curb cut permits
- Review building permits

- Review sewage disposal permits
- Review "Approval Not Required" plans
- Manage the rental of commuter parking spaces at Martin and Stow Streets (Jones Field)

Resident Services

In conjunction with the Planning Department, the Engineering Department attempts to answer questions concerning flood plains, zoning, traffic signs, impacts of new development, property lines and a myriad of other topics. This Department maintains files of deeds and property line plans and makes copies for a nominal fee. This service is generally provided on a walk in basis; however, making an appointment will assure the correct person will be available to answer your questions.

Staff:

Corey S. York, P.L.S., E.I.T., Town Engineer/Director of Public Works

Paul Campbell, P.E., Assistant Town Engineer

Kim L. Gorman, Secretary (shared with Planning Dept.)

HIGHWAY DEPARTMENT

SNOW

Last winter our crews were called upon 34 times to fully treat the road surfaces and spot treated the roads 26 times. The department plowed the roads 8 times and scraped roads of slush and packed snow. The first snow fall arrived on January 12 and the last snow was October 31. Total snowfall for our area was just over 66". After the October 31st storm the Highway Department worked extensively with Municipal Properties Department with the clean up/removal of trees. Cleanup was delayed until the electricity was shut off by the power company. Between storms the Highway crew removed snow from intersections and cul-de-sacs to improve visibility. Acton residents are reminded that sand and salt is available at the Highway Department. Additional information regarding the town's snow plowing policy is available on the town web site. The Highway Department is purchasing salt off of the Massachusetts State bid which should prove to be more cost effective then previous years.

ROADS

All roads, sidewalks and town parking lots were swept in the spring. Line painting of streets and parking lots was done. As time allowed, lawn damage from plowing was repaired. Asphalt berms were installed in numerous areas where severe erosion was undermining road edges. Wash outs from heavy rains were filled.

Under our Pavement Preservation Program all roads were evaluated. The Highway Department has used this program since 1980. Main St. from Concord Rd. to Brook St., Strawberry Hill Rd. from Route 2A to Lady Slipper Ln. and Pope Rd. to the Concord town line, and Pope Rd. from Stoneymeade Way to Proctor Rd. were milled, leveled, all structures adjusted and fully resurfaced. Simon Hapgood Ln., North St., Cross St. and South St. were overlaid only.

This year we started replacing our street signs from 4" letters to 6" letters to conform to new Manual on Uniform Traffic Control Devices (MUTCD) standards. Message boards were put out and programmed when needed for emergency or information purposes.

Light towers were put out when needed.

DRAINAGE

The Highway crew performed their annual task of flushing drainage pipes and replaced pipes as needed. All sluice ways were cleaned. In addition, all drainage structures were cleaned and repaired as needed. The time to clean basins has been greatly reduced because sand is no longer used for snow and ice removal. Beaver dams were removed in culverts under the direction of the Conservation Department. Basins were installed and road surface reshaping was done on Duggan Rd. and Ethan Allen Dr.

SIDEWALKS

A section of sidewalk was reconstructed on Spruce St. The Main St. sidewalk was overlaid from Nagog Hill Rd. to Post Office Square. In addition, all sidewalks in the North Brier subdivision were overlaid. This is done for the same reason roads are repaved. Cross walks were added where needed. Many of the sluice ways (dips) in the sidewalks were taken out and we hope to finish the remaining next year.

SPECIAL PROJECTS

Under the direction of the Engineering Department and the Public Works Director, the Highway crew reconstructed and paved the parking lot behind fire station #2 located on School St. Concrete was poured for the entrance way at the Windsor Building, and we worked on the new veteran's monument located on the town common.

MACHINERY

The Highway Department is responsible for the maintenance of all town owned vehicles and equipment (excluding the School Dept.) whether it is done in house or sent out. There are 161 major vehicles/equipment and many small pieces of equipment. Vehicles and equipment that have been replaced were either traded in or auctioned off as surplus property. The Highway Department is also responsible for maintaining the fuel pumps for the town and school department and is responsible for purchasing the fuel for all town vehicles (excluding the school department).

TRANSFER STATION

The Highway Department operates the transfer station and recycling area. Refuse (known as Municipal Solid Waste or MSW) was accepted at our site and transferred to a waste to energy facility in North Andover for the first half of the year. In August we entered into an agreement with Devens Recycling Center LLC in Devens, MA for one year. Leaves, Christmas trees, clippings and brush are accepted at the transfer station. We have made progress in the recycling area. We have started taking CRTs, fluorescent light bulbs, styrofoam packing materials, small stones, rocks, concrete, and batteries. We are always looking for more ways to recycle. We redesigned the metal pile to conform to Department of Environmental Protection (DEP) regulations. The transfer station and old landfill are inspected quarterly by an outside engineering firm to comply with DEP regulations. The transfer station is also inspected annually by the DEP. Handouts are available at the gatehouse that will answer your refuse and recycling questions. Information is also available on the town's web site.

RECOGNITION

I would like to thank Richard Waite, Assistant Superintendent, and Karen Switzer-Neff, my assistant, for their continued dedication and hard work. It is a combined effort to keep the Highway Department running smoothly. I also wish to thank all of the other departments for their help and assistance during the year. A special thank you goes to the Highway crew for the many projects undertaken and completed throughout the year.

Russell W Robinson, Highway Superintendent

Highway Department Staff:

Karen Switzer-Neff, Assistant to Highway Superintendent

Richard Waite, Assistant Superintendent

Kevin Farrell, Crew Leader – Highway

Carl Maria, Crew Leader – Highway

Donald Hawe, Heavy Equipment Operator

William Wilkie, Heavy Equipment Operator

Michael Ricard, Heavy Equipment Operator

Joseph Borey, Light Equipment Operator

Kevin Baker, Light Equipment Operator

Mark Fitzpatrick, Truck Driver/ Skilled Laborer

Jon Bailey, Truck Driver/ Skilled Laborer

Mike Horan, Truck Driver/ Skilled Laborer

Charles Willett, Lead Mechanic

Sam Bell, Equipment Repair Person

Matt Lutinski, Equipment Maintenance Person

Robert Mallard, Crew Leader – Transfer Station

Craig Kellogg, Heavy Equipment Operator – Transfer Station

GREEN ADVISORY BOARD

It has been a tremendous year for the Green Advisory Board. The Board, working with Town and School Staff, has achieved:

- Writing a five-year plan to reduce energy consumption in the Town and Schools by 20%. In the first year of the plan, actual energy consumption decreased over 4%, saving more than \$40,000 dollars.
- Concluded a contract with Ameresco to install a 2-mega watt solar farm on the landfill cap. Upon completion, this solar generation facility will remove all municipal electrical use from fossil fuel based facilities and place 100% of the demand on renewable energy generation facilities. The contract requires the private sector to provide the engineering, complete installation and maintain the solar facility. The Town commits to purchasing the electricity at a net cost of approximately 2 cents per kWh for 20 years.
- Secured a Green Community grant in excess of \$150,000 to initiate energy conservation measures and to purchase engineering studies of Town Hall and Memorial Library
- Secured from NSTAR free building re-commissioning studies for the Public Safety Building and the Sewer Treatment Plant

- Secured a commitment from NSTAR to match a \$40,000 appropriation by Town Meeting, if it chooses to do so, to set-up an \$80,000 Enterprise Fund. The only condition placed upon this fund is that the monies must be spent by December 2012 for "State Qualified Energy Conservation Measures".

In summary, the Green Advisory Board has reduced energy consumption by more than 4%, reduced Green House Gas Emissions for a better environment, accessed outside grant monies, obtained engineering studies as the predecessor to implementing next steps, removed municipal energy needs from fossil fuel based energy generation facilities, and returned tax monies to the citizens of Acton. Like we stated at the beginning of this report, it has been a great year.

Members:

Selectman Liaison: J. Sonner

Dennis Loria Co-Chair

David Keene Co-Chair

Christopher Schaffner

Eric Hudson

Mary Smith

Thomas Michelman - Associate

Bruce Friedman - Alternate

Manisha Tyagi - Alternate

LAND STEWARDSHIP COMMITTEE

The Land Stewardship Committee is a volunteer committee responsible for the care of almost 1,700 acres of Acton's conservation lands. Most of this work is outside: patrolling, blazing trails with paint, widening the trails when they grow narrow, removing blowdowns, mowing meadows, installing and repairing bridges, walkways and kiosks, supplying maps to kiosk map boxes, removing trash, cleaning up vandalism, and noticing and reporting dumping and encroachment issues to the Conservation Commission and town staff. All of these activities continued in 2011.

We rely on the support of many additional volunteers in addition to the work of the sworn-in committee members. In 2011, volunteers helped with trail cutting, wood-chip placement, and invasive plant removal. We had large and vigorous crews of young people this year during the Spring Senior service day and the Junior High 8 Green team service day. Acton residents who regularly walk the trails on specific conservation parcels have also been very helpful in reporting blowdowns on the trail and trail erosion. If you see something in the woods or have any questions you can write to us at lsc@acton-ma.gov, or you can call the Natural Resources department at 978 929-6634.

Volunteers were also key to the sixth year of a multi-year project to pull invasive garlic Mustard plants at Nashoba Brook, the Arboretum, and other locations. The committee also continued a multi-year manual-control effort of Japanese knotweed at the Canoe Launch, by mulching and frequent cutting. And we restarted an effort to remove water chestnut from ice house pond, assisted by volunteers from Acton's Eastern Mountain Sports and others. The removal of oriental bittersweet, multiflora rose, and other invasive plants continues on an ad-hoc basis during other trail maintenance activities.

Eagle Scout candidates have always been important to some of the larger projects in our conservation lands. This year five eagle projects were completed on land that the Committee looks after. Scout Louis Widom built three firewood boxes for campsites at Camp Acton; Scout Alex Jones built a boardwalk at Camp Acton; Scout William Long built a stairway into a historic foundation at Nashoba Brook; Scout Walter Malchodi built a boardwalk at Guggins brook; and Scout Ken Davidson built a boardwalk at Town Forest. In all of these projects, the scouts wrote up and presented plans, raised money, brought many people in to help out, and thus showed strong leadership in bringing improvements to our conservation areas.

We continued our support of former chair, Linda McElroy, in developing the Trail Through Time, a woodland route over trails in the Nashoba Brook conservation land that allows people to visit historic sites. Restored sites are the Nashoba Brook Stone Chamber and the farm portion of the 1730s Wheeler Farm and Mill complex at the end of Wheeler Lane. The 2011 summer's focus was beginning restoration of the extensive masonry associated with the sluices, raceway, and foundations of two mills. Clearing was also begun around the first of several clusters of Native American sacred Stone Piles on the far side of the Brook. Work at these sites has been supported by grants from the Community Preservation Committee and many volunteers.

Our goal of a trail allowing pedestrian access from the Nagog Hill conservation area to Great Road is closer to completion: a trail has been cut and cleared along the wooded northern edge of the Quail Ridge land to a short connector road that leads to Hazelnut Drive. A boardwalk over one wetland area was designed by committee member and construction coordinator Bob Guba this year, and it will be constructed by the new owners of the Quail Ridge land. Shortly after the boardwalk is built in 2012, we will open up the trail to the public.

We continued an experiment started last fall: adding some laminated maps in selected locations with "You Are Here" indicators. We try to minimize signs inside our conservation lands, but so far feedback has been positive – we've put them at some potentially confusing junctions at Spring Hill conservation area, and Great Hill conservation

area, our two largest conservation lands. The committee would appreciate hearing from residents who have experienced being lost or confused on our trails, so we can assess if there are other places these signs would be helpful.

Meadows are an important wildlife habitat which is becoming rarer in New England. We continued our efforts to maintain this habitat by modifying some of our mowing schedules to cut in some places only once every two years, to increase our inventory of taller grasses. We continued to widen some meadows back to historical stone-wall bounds, at Heath Hen Meadow and Grassy Pond Conservation Lands, while making sure to maintain mixed 'edge' habitat.

The full-color Acton trail guidebook is available for \$10 at the Finance department at Town Hall, and individual maps are available at our website. To learn more about the committee and the conservation lands we maintain, or to volunteer, visit our website at actontrails.org or email us at lsc@acton-ma.gov, or come to one of our open monthly meetings on the third Wednesday of each month at 4 PM at Town Hall. We'd love to have your help.

Land stewards for part or all of 2011:

Bettina Abe
Tom Arnold
Charlie Carlson
Joan Cirillo
David Cochrane
Rick Cushman
Andy Gatesman
Bob Guba
Josh Haines
Beth Hickey
Philip Keyes
Peggy Liversidge
Theresa Portante-Lyle
Nan Towle Millett
Bruce Rachman
Ann Shubert
Heidi Sikina
Jim Snyder-Grant
Laurie Ullmann

MUNICIPAL PROPERTIES

The Municipal Properties Department discharges the following duties:

1. Design, construction, maintenance, utilities, and management of all Town buildings, except those controlled by the School Department.
2. Development and maintenance of the Town Common, roadsides, and landscaped areas.
3. Management of street trees as provided in MGL Chapter 87, and management of Public Nuisances related to shade trees, as provided in MGL Chapter 132.
4. Technical expertise as needed for site plan and subdivision reviews and inspections.
5. Assistance to other departments as needed in the areas of purchasing, land management and construction.

VEGETATION MANAGEMENT

This year 209 dead or dangerous street trees were removed, 97 street trees were pruned to reduce hazards, and 120 stumps that presented traffic hazards were ground out below grade.

There are now over fifty miles of subdivision streets in town, many of them over forty years old. As the tree stock in these subdivisions mature, limbs and whole trees start to encroach into the right-of-way, blocking intersections and impeding the passage of larger vehicles, such as school buses. Pruning back this growth continues to be an increasing workload for the Department, and this work will increase as the plantings in newer subdivision mature. There are now over thirty miles of sidewalks in town. Trimming back the vegetation along these sidewalks is also creating a very large workload for the Department.

Approximately 50 miles of road shoulder were mowed with the side arm mower or brush hog. Poison Ivy growing in several landscape areas was sprayed with a selective herbicide.

Acton was certified as a Tree City USA for the twenty-first year.

Acton's trees were heavily stressed by a number of unusual weather events in 2011: On April 1 the "April Fool Storm", consisting of wet snow and ice, caused quite a bit of damage, power outages, and short duration road closures. A micro-burst on August 19 caused extensive

but localized tree damage, including the closure of Main Street, in the Acton Center and West Acton areas. Tropical Storm Irene, although much less powerful than predicted, toppled or extensively damaged numerous trees around town. The total failure of NSTAR to respond to downed wires and poles for several days led to lengthy power outages, road closures, and delayed the debris clean-up. The "Halloween Storm" on October 29, which included around ten inches of heavy wet snow falling on trees that were still in leaf, caused monumental damage and prolonged power outages again. The Halloween Storm caused more tree damage than any other storm I have witnessed in my career, with only a wet snow storm in May, 1977, coming close in comparison. Thus, the Department has been devoted almost exclusively to storm related tree damage work since the middle of August; the entire contract tree budget has been expended or encumbered, and recovery work from this series of storm will last until the summer of 2012, at least.

The other major area of concern for our trees is regarding an invasive alien insect infestation. Asian Longhorned Beetle, which can cause extensive heartwood damage and structural failure of hardwood species has been found in the Greater Worcester area, and in Jamaica Plain. The quarantine area around Worcester has been expended to 110 square miles, and the Boston quarantine area is 10 square miles. This insect originates in China, and has been imported in wood dunnage such as freight pallets. Regulations brought into effect ten years ago will probably reduce new importations, but it will be very hard, if not impossible, to stop the spread of the insect out of the quarantine areas.

All subdivisions, cluster developments, and commercial site plans were reviewed for compliance with local landscaping standards.

FACILITIES PROJECTS

There were a number of repairs and upgrades in our public buildings in 2011:

- At Town Hall, Community Preservation Act funding allowed the restoration of the windows on the second floor of the historic portion of Town Hall. Funding from the Green Communities Act paid for an energy efficiency study and the installation of a tankless water heater. Funding from the Massachusetts Interlocal Insurance Association (MIIA) loss prevention program paid for an infra-red roof study to identify small leaks. Those leaks have since been repaired. An architect was hired and schematic plans and costs developed for a reorganization and consolidation of the offices on the ground floor, north wing.

- At all three Fire Stations an infra-red roof scan was conducted and small leaks identified and repaired. As with Town Hall, the scan was paid for by MIIA.
- At Woodlawn Cemetery, the heating system in the service building was rebuilt.
- At the Senior Center, the outbuilding was rehabilitated, new flooring installed in the dining room, and the HVAC system replaced.
- At the Municipal Properties office a design was developed to make the building fully accessible, and funding applied for under the CPA for FY 2013.
- At the Public Works Facility a fire suppression system and upgraded fire detection system was installed.
- At the Memorial Library HVAC upgrades were installed, and the interior lights were retro-fitted for energy efficiency. Some of this work was paid for by a Green Communities Grant, and some from the operating budget. Some of the windows in the 1889 wing were rehabilitated using Community Preservation funds.
- The property at 6 Piper Road was put out to bid and will be sold in early 2012.
- The Towne Building (the old high school on Mass Ave.) was turned over to a developer for affordable housing, with occupancy expected in the summer of 2012.
- The attic at the West Acton Citizens' Library was repaired.
- An RFQ was prepared and sent out soliciting design firms for a schematic design for the reuse of the Asa Parlin house, located at 17 Woodbury Lane.
- The windows and doors at the Morrison Farm were rehabilitated. The rest of the building will be rehabilitated in 2012 as a donation from a local developer.
- At the Windsor Building the exterior restoration project funded by the Community Preservation Fund was completed including a new roof, historic windows restoration, installation of reproduction Fire House doors, and exterior paint. This building is a contributing asset to the West Acton Historic District so the design and approval process has been

rigorous. Although the interior work has not yet been funded, the ground floor has been used for several "street fair" events, such as Oktoberfest, West Acton Citizens' Library book sale, and the Farmers' Market.

The Director is a member of the Senior Center Building Committee and has been extensively involved in research into a new Senior Center.

In the long term, an effort needs to be put into handling records storage, office and equipment storage space needs, and the rehabilitation of our three Fire Stations.

All members of the Department received additional training as needed to maintain licenses and certifications. Crew members received additional training in Chain Saw safety, Bloodborne Pathogen protection, and Indoor Air Quality from the Massachusetts Interlocal Insurance Association.

In closing, I would like to thank the various civic organizations, volunteers, and Town departments who have assisted this Department in the past year. As always, a great deal of credit should be given to the hard work and dedication shown by the Municipal Properties staff:

John Fleming, Building Maintenance
 Ryan Hunt, Groundskeeper
 Brian Kissane, Groundskeeper
 Dayle MacGillivray, Building
 Maintenance Crew Leader
 Brendon McGovern, Seasonal
 Groundskeeper
 Malcolm MacGregor, Grounds
 Crew Leader
 Andrea Ristine, Secretary
 David Theriault, Building Maintenance
 Christopher West, Building Maintenance
 Dean A. Charter, Municipal Properties
 Director & Tree Warden

NATURAL RESOURCES

As always, the three branches of the Natural Resources Department have been hard at work to provide safe venues and diverse outdoor activities for the people of Acton. This was our most ambitious year to date for events at NARA Park, not to mention 2010 being Acton's 275th birthday, with activities planned throughout the entire year, many of which took place at the park. Our grounds crew was busy as always at the Arboretum with weekly mowing and winter plowing. Acton's three Cemeteries are maintained by the Natural Resources crew and even though the summer of 2010 was hot and very dry, the cemeteries continued to look beautiful. Natural Resources provides staff support to the Recreation Commission, Conservation Commission and Cemetery Commission, along with a number of important sub-committees; these committees are comprised of a significant number of very dedicated volunteers whose efforts and expertise combine to make Acton the vital community it is.

2010 activities at NARA Park started in February with a well attended bitter cold 'Winter Carnival'; many thanks to the Recreation staff and Natural Resources grounds crew for preparing the grounds and skating rink for this popular event. The summer of 2010 started off in a most challenging manner with extremely high water levels in the pond, floating the NARA boardwalk off its foundation. With the help of a large crane and much muscle power from the crew, the boardwalk was reset and eventually leveled. The summer of 2010 was an ambitious time at NARA with many concerts, events and, of course, a very popular summer camp. The July 4th fireworks corresponded with Acton's birthday and were an amazing display!

As has been the case since the first shrubs and trees were planted back in 1987 initiating development of the Acton Arboretum, volunteers continue to lead the way. Many thanks to the 'Friends of the Arboretum' for their planning and fund raising activities, not to mention the many, many long hours of weeding and pruning. This summer 500 feet of paved handicapped trail was installed to ensure that an ongoing erosion problem could be fixed once and for all, allowing the trail to remain accessible all seasons. In addition, major repairs were made to the wildflower boardwalk, resulting from a tree crushing a boardwalk section.

The Conservation Commission was busy with 36 Wetland Protection Act filings. The Commission is a seven member volunteer board that meets twice a month. In addition to administering Wetlands Protection Act filings, the Commission was hard at work re-writing the Open Space & Recreation Plan. With expert assistance from the Open Space Committee, Recreation Commission and Land Stewards, plans are to complete the rewrite this coming year.

The well received condition of Acton's Conservation trails and the rave reviews we receive for our website and trail guide is the direct result of our wonderful Land Stewardship Committee working alongside the Natural Resources Department and crew. The Stewards maintain our trails, plan and oversee Eagle Scout projects and play a vital role in ensuring access to Acton's 1700 + acres of Conservation lands.

Our heart felt thank-you to all of Acton's Natural Resources volunteers! To my dear, dear friend Mary Michelman; I will miss you; we will never forget your many important contributions to ensuring the protection and well being of Acton's environmental community. Mary, until we meet again.

Conservation Commission members:

Terry Maitland, Chair
Patty Lee, Vice Chair
Fran Portante
Andrew Magee
Bill Froberg
Tom Arnold
Amy Greene

OPEN SPACE COMMITTEE

The Open Space Committee is responsible for evaluating open space preservation opportunities, acting as an advocate to town boards, and keeping the public informed about progress made in implementing the goals of the Open Space and Recreation Plan. Specifically, the Committee advises various Town Boards on land acquisition and protection opportunities, including assessment of lands associated with Article 61 and 61A offerings, land-set asides, and land gifts or defaults to the Town.

The Committee also recommends to the Community Preservation Committee fund levels for the open space set aside fund under the Community Preservation Act. On average, the town has allocated approximately \$475,000 per year of CPA money to this set aside account. In the last three years, CPA money has been used to purchase three important parcels.

The Committee also acts as the municipal liaison with individuals, land protection advocacy groups and land conservation trusts active in the preservation of open space. We would especially like to thank the Sudbury Valley Trustees and the Acton Conservation Trust for invaluable assistance in working on several potential land acquisition opportunities. Finally, we have acted as the sponsor for specific open space protection proposals.

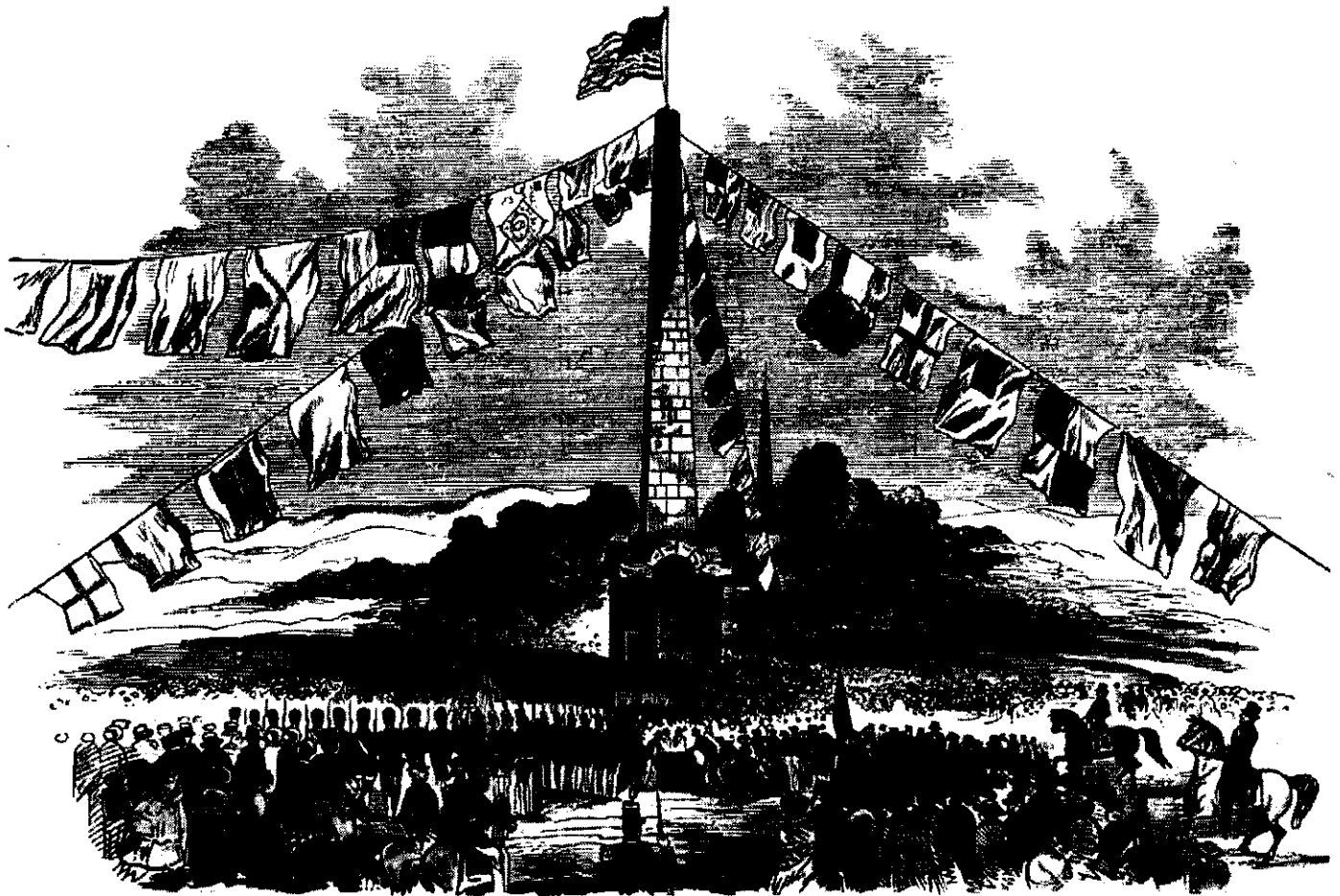
During the past year the Open Space Committee worked with several land owners who have indicated an interest in either selling land to the town, or having the town buy a conservation restriction for the property that would preserve the land as open space. This work involves frequent meetings with landowners, commissioning of appraisals, as well as other work associated with understanding landowners' needs and the nature of the preservation opportunity.

The Committee continues to work on prioritization of various parcels in town for preservation and protection and is in the process of working on updating the Open Space and Recreation Plan. This work helps guide the Committee in developing recommendations for land preservation and acquisition.

Members:

Peter Ashton, Chair
Charles Carlson, co-clerk
Jeff Clymer, co-clerk
Karen O'Neil
Andy Magee
Jane Ceraso
Dick Hatfield
Terry Maitland
Tom Tidman – Conservation Director

In addition, Selectman David Clough and Acton Conservation Trust member Susan Mitchell-Hardt attend virtually all meetings and provide invaluable advice and assistance.



CEREMONIES AT THE DEDICATION OF THE MINUTE MEN'S MONUMENT IN ACTON, MASS.

(Historical pictures from the Acton Historical Society and Iron Work Farm)

COMMUNITY SAFETY

ANIMAL INSPECTOR

During the past year, 52 animals were quarantined for rabies. The animal quarantines consisted of 24 dog bites and six cat bites. Additionally, 22 domestic animals were quarantined for possible exposure to rabies from wildlife other than domestic animals. All animals involved in bite incidents were quarantined for the state mandated period of time necessary to determine that the animal was free of the rabies virus. One raccoon was submitted to the state laboratory for rabies testing and had positive test results for rabies.

During the yearly barn inspection five barns in Acton were inspected and all were found to be in order with healthy animals. From the barn inspection census, farm animals number 95 horses and ponies.

Patrick H. Palmer, Animal Inspector

BOARD OF HEALTH

This year the Board oversaw or was part of the:

- expansion of the Community Services Coordinator to a full-time position
- review and approval of design plans for the Northeast Area Groundwater remediation of the Grace Superfund site
- Water Resources Advisory Committee success in Town Meeting's passage of the Municipal Storm Drain System Bylaw
- first drive-through flu clinic using the resources of the Nursing Service, Medical Reserve Corps and Health Department staff
- completion of the grant from the Northwest Suburban Health Alliance/Community Health Network Area 15
- DoN funds from Lahey Clinic for the Health Outreach Planning Essentials (HOPE) project
- fourth annual Wellness University co-hosted for the Board by the Health and Nursing Departments
- addition of collection of unused medications as part of the Household Hazardous Waste Day collections
- continuation of the Trail Through Time project in North Acton.

Construction of the Northeast Area groundwater pump and treatment system, on the W.R. Grace land, was completed. This system extracts approximately 20 gallons per minute of contaminated groundwater from 140 to 210

feet below the ground surface. It then treats this contaminated water to remove Volatile Organic Compounds and arsenic before re-injecting the clean water back into the aquifer. The Landfill Area groundwater treatment system began operation in May. This treatment system will extract 50 to 55 gallons per minute of contaminated groundwater from five extraction wells located in the vicinity of the Landfill at various depths. During the summer 9,000 cubic yards of sediments contaminated with arsenic and manganese were excavated from Sinking Pond and the North Lagoon wetland. The sediment was transported offsite to an appropriate disposal facility.

In July the health department began implementing the requirements of the Stormwater Bylaw. Two college interns, Emily Anzmann and Rachel Urso, worked throughout the summer to identify properties that required permits under the stormwater program. In addition, they located 48 micro-watershed sampling locations with a Geodetic Positioning System and developed a testing protocol for future sampling. In September Weiyan Sun was hired as a part-time secretary to assist in administering the program. By year's end 450 potential permit properties were identified, with 150 receiving permits.

The Water Resources Advisory Committee (WRAC), with the adoption of a Discharge to the Municipal Storm Drain System Bylaw complete, began drafting an Ordinance for the Control of Post-Construction Stormwater Runoff Bylaw. As part of the requirements of the National Pollution Discharge Elimination System (NPDES), each community must implement regulations that control post-construction runoff. It is anticipated that the draft of the Bylaw will be ready for review in 2012. The WRAC members are Ron Beck, Chairman and Barry Rosen, Carol Holley, Helen Probst and Michael Kreuze, Jeff Clymer, members, with Janet Adachi serving as Selectmen Liaison.

In May the Acton Nursing service received an award from the Region 4A Medical Reserve Corps for their innovative flu clinic, which provided a successful drive-through flu clinic in 2010. This November the Nursing Service, in conjunction with Acton's Medical Reserve Corps, conducted their second drive-through flu clinic as a follow-up to last year's award winning clinic. The drive-through clinic gave staff and volunteers real life experience in providing inoculations in alternative settings. By keeping citizens in their cars social distancing can be provided, thereby protecting citizens from exposure. The clinic was extremely successful.

The Health Department was awarded a Healthy Communities Planning Grant by CHNA 15 in 2009/10, which

allowed the department to complete the Health Outreach Planning Essentials (HOPE) program. As a result of the planning that was done through that initial grant, the Acton Health Department was awarded implementation funds from CHNA 15 in the amount of \$25,000 this year. With this \$25,000 the department was able to award funds to the top four needs identified by HOPE: Food and Nutrition, Environmental Awareness, Transportation and Physical Wellness. Funds awarded went to a variety of programs which included bike racks, Alzheimer awareness, food and nutrition software for the schools and Lyme disease awareness campaign, just to name a few. In addition, a website, activeacton.org will be created. This website will highlight the richness of opportunities available in Acton which can improve the quality of life for residents and their families. The website provides one central spot where residents can find information about how they can become more involved and make Acton a healthier community. The Acton Health Department is thrilled with the success of this grant.

For the fourth consecutive year the Board of Health provided a Rabies Day. Thanks to the cooperation and assistance of Cynthia Schaefer, DVM, from the Apple Country Animal Hospital, residents were able to have their dogs and cats vaccinated for rabies. The event was well attended and, based on that participation, a third rabies day is being planned for 2011.

For the third year a storage shed at the DPW facility was used to collect and recycle fluorescent tubes. As part of this mercury recovery program the Board of Health partners with Acton Ace Hardware, which provides a collection center for resident to drop off their old tubes or lamps. Residents are encouraged to participate in this program, as well as to bring old rechargeable batteries, mercury thermometers and mercury switches to the Health Department located in the Town Hall. This year the following tubes and lamps were collected:

| | |
|------------------------------|-------------------|
| Four foot fluorescent tubes | 9,000 linear feet |
| Eight foot fluorescent tubes | 1,100 linear feet |
| Compact fluorescent lamps | 432 lamps |
| U-Tube lamps | 182 lamps |

The Health Department continued to assist Linda McElroy with the Trail Through Time project. Phase I of this project restored and landscaped the area surrounding the Nashoba Brook Stone Chamber and its associated blacksmith shop foundation. Phase II, which began in 2008 and concluded this year, has focused on the restoration of the stonework associated with the 1730's Wheeler Farm, a dry cattle farm, which, at the time the CPC grant was applied for, was thought to be separate from the contiguous (Robbins) mill site. Historical research associated with Phase II has shown that the mill and farm was one complex, undertaken by a Thomas Wheeler, Jr., formerly of Concord

Towne, beginning in 1732. Phase III, proposed for 2011-2012, will focus on restoration of and further landscaping around those ruins associated primarily with the mill site. These stone structures include the mill foundation; some embankment linings of the raceway from the pond; the upper sluice, which carried away excess water not needed to drive the mill wheel; the lower sluice, which carried away the water that went over the wheel; and two associated rectangular foundations.

The Health Department's oversight of the Wastewater Treatment Plant again saw the plant continue to meet or exceed the extremely high treatment levels for subsurface effluent discharge. The five year groundwater discharge permit was extended by the State with the same requirements as the permit previously issue in 2005. At the same time the Town determined to extend the O&M contract for five years with Woodard & Curran at the same terms as the original five year contract.

This past year the Town filed its eighth compliance report with EPA for its NPDES (National Pollution Discharge Elimination System) Storm Water Phase II Permit. The Health Department working with the Planning Department, Public Works, Natural Resources Department, SUASCO, Acton Stream Team and the Water District achieved many goals to maintain the Town's compliance with federal requirements. This year's report can be found on the Town's website at <http://www.acton-ma.gov/index.aspx?nid=145>.

The larviciding and stream management program implemented by Central Massachusetts Mosquito Control Project (CMMCP) continues to address the health impacts from mosquito population. The West Nile Virus, previously found in other parts of the state, was first identified in Acton birds in 2001. The CMMCP conducted stream clearing throughout the Town and began complaint spraying in June. With the experience of the human deaths in Massachusetts linked to the West Nile Virus the Board intends to remain vigilant on this issue. It should be noted that this program has also assisted the Town in gaining Stormwater compliance with its focus on cleaning streams and culverts.

In their sixteenth year of operation the two Hazardous Waste Days conducted in May and September were expanded to include unused medications. With the assistance of the Acton Stream Team, ACES, Acton Medical Reserve Corps, Saad Din from Acton Pharmacy and Christopher Browne from the Acton Police Department, the program on the two days collected six large barrels (about 40 gallons each) of a wide variety of unwanted medications and personal care products, four large cartons (about 12 gallons each) of sharps in containers, and one small carton, (over 10,000 pills as well as liquid medication) of controlled substances. Clean Harbors disposed of the non-controlled substances collected and the Acton Police

Department arranged for the destruction of the controlled substances. The collection of CRTs (Cathode Ray Tubes) also continues to add significantly to both the amount of waste collected and the time required to collect the waste. Every resident who arrived during the collection time was able to rid themselves of their household hazardous waste, CRTs and unwanted medications, while the wait for service was at a minimum.

| | |
|-----------------------------|-------------|
| Vehicles/Household served | 1,115 |
| CRT's/Televisions collected | 648 |
| Waste Aerosols | 975 pounds |
| Waste Pesticides | 1600 pounds |
| Waste Flammables | 4400 pounds |
| Waste Oxidizing liquids | 80 pounds |
| Waste Oxidizing solids | 90 pounds |
| Waste Pesticides | 1800 pounds |
| Waste Corrosive Liquids | 450 pounds |
| Waste Caustic Alkali | 675 pounds |
| Waste Mercury | 25 pounds |
| Waste Ammonia Solutions | 125 pounds |
| Batteries | 2450 pounds |
| Waste Paint Oil Based | 4600 pounds |

The Health Department remains very involved with the planning efforts of the Massachusetts Public Health Emergency Preparedness Region 4A. This group of 34 communities bordering the Route 495 corridor develops and implements emergency plans and provides emergency equipment and communications for every health department. Last year's online clinic registration process was again utilized for all of the Nursing Service Flu clinics in 2010. This system allowed residents to schedule their appointments more effectively.

In June the Health Department facilitated a tabletop exercise in cooperation with other Region 4A communities. Acton and several abutting communities participated in "Operation Ningbo" a multi-jurisdiction and cross-agency exercise intended to test emergency dispensing site operations plans in response to a simulated communicable disease outbreak. Each community brought a team that represented the command and general staff functions of their Incident Command System as it relates to a public health emergency. Acton had representation from the Health, Nursing, Police, DPW and COA Departments.

2010 Permits

| Wastewater | Permits |
|---------------------------------|---------|
| Title 5 Inspections | 174 |
| New Construction Septic | 54 |
| Innovative/Alternative | 31 |
| Replacement Construction Septic | 88 |
| Innovative/Alternative | 51 |
| Minor Repairs Septic | 41 |

| Wastewater Miscellaneous | Permits |
|-----------------------------|---------|
| Disposal Works Installers | 46 |
| Title 5 Inspectors | 32 |
| Wastewater Treatment Plants | 12 |
| Septage Haulers | 19 |
| Porta-Potties | 10 |
| Septic Tank Pumping | 2,233 |

| Food Preparation Service | Permits |
|--------------------------|---------|
| 0 seats | 19 |
| 1 to 40 seats | 25 |
| 41 to 100 seats | 14 |
| 100+ seats | 7 |
| Cafeterias | 13 |

| Specialty Food Service | Permits |
|------------------------|---------|
| Hot Bar | 4 |
| Cold Bar | 4 |
| Deli | 5 |
| Bulk Food | 4 |
| Bakery | 8 |

| Food Retail Service | Permits |
|-----------------------------|---------|
| Less than 5,000 square feet | 41 |
| 5,000 to 10,000 square feet | 3 |
| over 10,000 square feet | 7 |
| Temporary Food | 46 |
| Frozen Dessert | 2 |
| Residential Kitchen | 5 |

| Miscellaneous Food Service | Permits |
|----------------------------|---------|
| Utility Kitchen | 13 |
| Sundries | 13 |
| Catering | 4 |
| Mobile Food | 3 |
| Tobacco | 27 |

| Hazardous Materials – Generator/User | Permits |
|--------------------------------------|---------|
| Large Waste Generator | 1 |
| Small Waste Generator | 62 |
| Materials Generator | 3 |
| Materials User | 131 |
| Remediation Discharge | 2 |
| Remediation | 7 |
| Waste User | 3 |

| Hazardous Materials - Storer | Permits |
|------------------------------|---------|
| Large Industry Storer | 22 |
| Small Industry Storer | 107 |
| Large Retail Storer | 1 |
| Small Retail Storer | 11 |
| Waste Storer Industry | 66 |
| Waste Storer Retail | 10 |

Miscellaneous Health

Body Art Practitioner
Body Art Establishment
Commercial Hauler
Funeral Directors
Drain Layer
Private Wells
Car Wash
Beach
Swimming Pools
Wading Pools
Tanning Salon
Sewer Connections
Camps

Permits

1
1
10
2
5
4
17
1
22
5
1
20
11

The Board wishes a bountiful retirement to Merrill Evdokimoff. In addition, the Board thanks its entire staff in the Health Department (Health Director Doug Halley, Sanitarians Justin Snair and Sheryl Ball, Community Services Coordinator Laura Ducharme, Inspector Don LaPierre, Animal Inspector Patrick Palmer, Sealer of Weights And Measures Mark Fitzpatrick, Secretary Isabel Roberts and temporary Secretary Sharon Faldas) for ably assisting the Board in achieving so many goals in the past year. The Board thanks Brenda Nelson for her continued assistance. The Board also extends its thanks to the following members of other departments who helped in the past year: Frank Widmayer, Police Chief; Tom Tidman, Natural Resources Director; Scott Mutch, Zoning Enforcement Officer; Frank Ramsbottom, Building Commissioner; Bob Craig, Fire Chief; Roland Bartl, Town Planner; Dean Charter, Municipal Properties Director; Corey York, Director of Public Works; and Cathy Fochtman, Recreation Department Director. The Board also extends its congratulations to Justin Snair on his wedding this year, as well as, former Sanitarian Brent Reagor's wedding and move to South Carolina. Special congratulations to Doug and Michelle Halley on the birth of their first grandchild Alex.

Members:

Mark Conoby, Chairman
William McInnis, Vice Chairman
Michael Kreuze, Member
William Taylor, Member
Joanne Bissetta, Member

DOG OFFICER

During the past year I received 112 calls regarding dog problems throughout Acton. The majority of these calls consisted of lost and found dogs and most were solved in a short period of time. All but one dog that was picked up and brought to the kennel this year were claimed by their licensed owners. The one unclaimed stray dog was placed in an area shelter and adopted by a caring family.

Additionally, 22 "dog by-law" citations were issued to dog owners who permitted their dogs to roam freely and become a nuisance to others.

Patrick Palmer, Dog Officer

EMERGENCY MANAGEMENT AGENCY

The Acton Emergency Management Agency (AEMA) consists of the following: Communications/RACES (Ham Radio Operators), Auxiliary Fire Department, Rehab/Support Services Team, Shelter Management and Explorer Post/Venture Crew 7 (BSA). All members are expected to take First Aid and CPR so that their training is always up to date. Our members provide First Aid/CPR, Communications and Logistical support at many of our Town's celebrations including Patriots Day, Memorial Day, the Fourth of July, NARA events, Oktoberfest and other events.

Throughout the year different members have taken courses through the Federal Emergency Management Agency (FEMA), the Massachusetts Emergency Management Agency (MEMA) and the Red Cross.

Our members provide many volunteer hours to the Town, beyond our regular meetings and trainings. The Agency is ready to respond to help make a difference in time of need and is available 24 hours a day. We may be contacted by calling 978-929-7730, leave a brief message along with your phone number. A member of the Agency will return your call as soon as possible.

We are grateful for the assistance of the Acton Fire and Police Departments along with the Nursing Service for their cooperation and continued support. We are grateful to the Acton Highway Department for keeping our vehicles in running condition and to the Municipal Properties for the upkeep of the Emergency Management Agency Building.

Special thanks go to the dedicated volunteers who make it possible to provide the various services to the Citizens of Acton. Without their support the Agency would not be able to assist the public when needed.

The Acton Emergency Management Agency is always happy to accept applications for more volunteers. Use your skills to help out in your Community, for more information please call 978-264-9655.

Officers of Acton Emergency Management:
Murray, John E – Director
Sawyer, Gail L. – Deputy Director,
KB1ICF-RACES Operator

Members:
Chalmers, John J.
Constantzos, Hector
Ingram, Connie Sue – Shelter Specialist
Ingram, Bob – Warning Officer
King, Laurie
McGovern, John KB1HDN – RACES/Communications
Medicus, Jeremy
Niemi, Wayne E.
Northup, Shelley N1JVE – RACES/Communications
Northup, William N1QPR – RACES/Communications
Ouellette, Chris KB1ICG – RACES/Communications
Reilly, Anne M.
Reilly, Edward F. KB1ICI-RACES/Communications,
Transportation/Equipment Officer
Simon, Susanne L.

ACTON FIRE DEPARTMENT

As I write this annual report, I must admit that it is one of the most difficult reports I have ever written. The reason for this is that it will be my last report as Fire Chief for the Town of Acton as I enter retirement. So to begin with I would like to say that it has been a privilege and an honor to have served as Fire Chief for the Town of Acton for the last twenty-one years and to have served with the Acton Fire Department for my entire career. I leave knowing that the Acton Fire Department will continue to provide the highest level of fire, rescue and emergency medical services to the citizens of the Town. It has been a pleasure to be a part of this endeavor for so many years. That being said I would like to thank the Board of Selectmen, the Town Manager, my fellow Department Heads, all town staff members and numerous boards and committees and certainly the citizens of the Town for their support to carry out the mission of this department. However, most of all I would like to thank the personnel of the Acton Fire Department for their continued support and cooperation not only in this past year but also in all the years during my tenure as Fire Chief. Any credit for the accomplishments for this department during my tenure belongs to the personnel that made it so. As I have done in all my previous reports, I have tried to focus

on the fact that it takes all of our personnel to achieve the accomplishments and to make the progress that we have made over the years. Obviously, as I write this report, it brings back a flood of memories of many years in this profession and many years as Fire Chief but in the interest of brevity following then is the Annual Report of the Acton Fire Department for the year of 2011.

As I have been fortunate to do in so many years, I am pleased to report that no fatalities or serious injuries as a result of a fire incident occurred during the past year. There was one significant structural fire of note; however, as has been the case in many similar instances, the quick response and actions of on-duty personnel resulted in minimizing damage to the property involved. The fire that I have noted occurred in May and was a kitchen fire at a single family residence on Flagg Road. The fire required a 2nd alarm response which brought additional personnel and apparatus from the Towns of Concord and Maynard to the scene. In addition our stations were then covered by additional mutual aid apparatus and personnel. This specific fire resulted in the loss of a family pet and also resulted in significant damage to the structure. In addition to this fire, Acton Fire Department personnel also responded to and worked at several fires late this fall as we provided mutual-aid assistance to adjacent communities. One of the fires that this department responded to for the purpose of providing mutual-aid was a single family residential fire in the Town of Stow with one fatality involved and the other was a structure fire in a home under renovation in the Town of Maynard.

I am pleased to report that on September 11, 2011, on the tenth anniversary of September 11th a public dedication ceremony took place at the Public Safety Building for a 9/11 memorial. This memorial is an especially meaningful memorial that was designed and facilitated by a dedicated committee consisting of representation from the Acton Fire Department, Acton Police Department and a number of residents of the Town. The central focus of the memorial is a replication of the twin towers of the World Trade Center that stood in New York City using a piece of steel girder that was recovered at that fateful site. This memorial will serve the Town well in remembrance of those who lost their lives on that terrible day in history. It is certainly a fitting tribute appropriately located in front of the Public Safety Facility to remember not only all the public safety personnel that lost their lives as a result of that incident and the citizens that gave their lives as well, but especially our own citizens Philip Rosenzweig and Madeline "Amy" Sweeny who lost their lives on the planes that crashed into the World Trade Center. I would encourage anyone who has not seen this memorial to stop by and visit this magnificent memorial.

Major weather incidents played a role in our responses this past year with Tropical Storm Irene occur-

ring in August and a storm with significant snow fall that impacted trees that still had leaves on them during late October. Both resulted in significant damage to utility wires, subsequent power outages of lengthy duration and many street blockages. This resulted also in an increase in call volume due to the storms.

Following is a brief synopsis of other highlights and changes that occurred to the Acton Fire Department during the past year.

Apparatus and Equipment:

The department took delivery of and placed into service a new Ford Expedition Command Vehicle which is assigned to and used by our shift commanders. This command vehicle is in constant use as the Shift Commanders perform their duties responding to fires, accidents, rescue calls and medical emergencies. In addition, the Shift Commanders are constantly travelling between our Fire/EMS stations and about the Town going to training sessions and conducting inspections. I would like to thank the personnel who provided their input and expertise to complete this project.

We were also fortunate to be able to purchase two, newer generation, lightweight, compact thermal imaging cameras. One of the cameras is carried in the command vehicle assigned to and used by the on-duty shift commander and the other camera is carried on the Acton Center engine. As is the case in most of our purchases a number of individuals reviewed various cameras to make a final recommendation prior to the purchase of this equipment.

We also purchased new turn-out gear (protective pants and jackets) to replace old equipment which had a questionable service life due to exposure to contaminants, ultraviolet rays, etc. In addition, we were able to replace a number of hand-tools on our apparatus and in the stations. Reflective vests were also purchased and issued to all personnel so that they might be seen better while operating at highway incidents.

Our maintenance efforts within the department were very capably addressed by Captain Carl Robinson, Lieutenant Scott Morse and Lieutenant Robert Smith. Also Acting Lieutenant Chris Sammet continues to be responsible for the maintenance of our self-contained breathing apparatus (SCBA). Firefighter/EMT Robert Sabourin continued the task of maintaining our hand-light inventory, and Firefighter/EMT Rick Robinson continues to be responsible for our ground ladders. General oversight of all apparatus and equipment maintenance is also one of the responsibilities assigned to Deputy Chief Lyons. I would like to specifically thank all of these individuals for their efforts in keeping our apparatus and equipment in very good working condition at all times.

Emergency Medical Services:

As anticipated, the Acton Fire Department Emergency Medical Services division continued to experience an increase in response activity. During 2011, there was a total of 1644 responses for emergency medical assistance. This trend for EMS responses continues to increase annually. As noted in 2008 there were 1140 responses and in 2010 there were 1529. It is likely that this upward trend will continue.

The Acton Fire Department continues to operate two Class One ambulances. The primary ambulance responds to the majority of the emergency responses while the second ambulance provides backup in the event of a simultaneous medical emergency response. This backup ambulance responded to eighty five emergency response incidents in 2011. Seventy-two of the eighty-five responses resulted in transporting patients to an emergency facility. This second ambulance has been a great benefit to the Town. Now the Town of Acton does not have to rely solely on mutual aid medical assistance from surrounding communities. In addition this allows the department to maintain at least one ambulance in service in the event the second ambulance is out for maintenance which, due to the complexity of the specialized unit, is often for a week at a time.

The Fire Department's forty EMT's (Emergency Medical Technicians) and two First Responders received continuing education and training throughout the year to maintain skills needed to provide quality medical care to residents. Fire Department personnel are also Cardio Pulmonary Resuscitation (CPR) certified and are trained on the use of Automatic External Defibrillators (AED). As noted in previous reports the Acton Fire Department maintains Automatic External Defibrillators (AED) on most of our fire apparatus and in command vehicles. A number of AED's are also strategically located in many town buildings providing public access for these defibrillators in the event of a cardiac emergency situation.

Acting Lieutenant Chris Sammet, Firefighter/EMT's James Byrne and Jim Ruggiero continue to provide needed assistance as part of our EMS division staff. Their assistance in managing training, purchasing and stocking medical supplies and attending meetings to keep the department up to date with changes in the care and treatment of patients and is certainly worthy of thanks and appreciation.

During the year there were several incidents which necessitated transportation to Boston via the Med Flight Helicopter. In addition personnel were trained and our procedures changed to institute a new type of resuscitation for the victims of a witnessed cardiac arrest. This protocol has been shown to significantly increase the potential for survival for many victims. Hopefully, this newer protocol will become available to the general public with the advent of various educational programs in the near future.

During 2011, the Central Middlesex Emergency Response Association (CMERA) completed over one year of service to its eight participating communities. The group of eight Towns consists of Concord, Lincoln, Weston, Acton, Maynard, Littleton, Boxborough, and Carlisle.

This collaborative effort was implemented as the Emerson Hospital Paramedic Intercept program, faced with growing financial burdens and shrinking call volume, needed to work with its surrounding Towns to provide an improved and sustainable regional paramedic intercept service. After due consideration the Towns adopted a new plan to deliver this enhanced regional service. Strict performance standards were immediately developed and the actual delivery of the paramedic intercept service was implemented.

Under the new area partnership that was formed, the participating communities maintain operational control of their Town's EMS system with Emerson Hospital providing medical supervision for the system. Professional Ambulance of Cambridge, MA provides the actual staffing, paramedic intercept vehicles, centralized dispatch, data collection, and additional EMS training to all the member communities.

This system that is now in place has resulted in a number of significant improvements in paramedic unit availability, improved response times and enhanced patient care. The availability of paramedic coverage has actually been doubled with additional resources available for peak times and for multiple alarm fires and major incidents. A set of defined and enhanced dispatch criteria was established with a centralized ALS dispatch center now being used. Elements of clinical sophistication have been added including, but not limited to, 12 lead EKG transmissions, mechanical CPR, therapeutic hypothermia and most recently the training and use of enhanced cardiac care protocols for witnessed cardiac arrest situations. There is also a new system of centralized EMS data collection for the member communities. In the near future this system will be further enhanced with the implementation of electronic data collection and processing through mobile data devices that will be located on board our two ambulances.

Our data collection now also includes the collection of customer satisfaction data from all patients that wish to participate. It is with great pride that I can state that our EMS service, from the initial phone call to patient arrival at the appropriate facility for medical care, consistently achieves high marks in the area of customer satisfaction. The Town of Acton is very fortunate to have a Fire/EMS service whose personnel are so dedicated and caring to all that they serve. Without a doubt, our Fire/EMS personnel provide the highest level of quality care to residents and will continue to do so in a professional manner.

Emergency Preparedness:

We continued to increase our efforts to achieve a greater level of Emergency Preparedness. Specifically, our personnel, in conjunction with other town personnel, completed additional and more advanced training in various components relative to the National Incident Management System (NIMS). In addition, in cooperation with the Board of Health, a number of Department heads including myself were able to participate in both a regional tabletop exercise in Weston and a local tabletop exercise in Acton. It was interesting to note that the scenarios used were weather related in a year with significant weather related incidents.

Facilities:

Our Fire/EMS stations continue to be maintained in relatively good condition, for their age, by our on-duty personnel. However, as I have continued to report, our current Fire/EMS stations are greatly in need of upgrade and renovation. Another year has gone by and I am still concerned enough to report that there has not been a great deal of movement relative to obtaining a North Acton Fire/EMS station. There certainly continues to be an ever increasing need for a North Acton Fire/EMS station. These critical projects still remain as part of our capital project program, and hopefully with increased emphasis, will move forward.

Fire Alarm:

The following is information of activities of the Fire Alarm Division as reported by Fire Alarm Superintendent, Ken Ineson. During the year the Fire Alarm Division maintained 526 fire alarm boxes. The Fire Alarm Division also continued to work with utility companies to complete numerous pole transfers by moving the fire alarm wires from old utility poles to new utility poles. In addition, the Fire Alarm Division continued to put up and take down numerous event banners at the three locations for roadway banners within the town. The Fire Alarm Superintendent Ineson was ably assisted by Firefighter/EMT Kris Ellicks in providing these services.

It should be noted that the Town of Acton, along with seven other area towns is currently participating in a Regional Dispatch Feasibility Study as part of a state grant awarded to the Town of Sudbury. The purpose of the study is to determine the feasibility only of providing a regional 911 call-answering point for police, fire and EMS dispatch for member communities. At this writing the selected vendor is in the process of completing a final draft report which will be presented to the participant communities early in 2012.

This year saw an inordinate amount of repair activity by our Fire Alarm Division. In the Aug tropical storm Irene we lost five fire alarm circuits from downed trees. Due to the efforts of our Fire Alarm Division personnel, three of the fire alarm circuits were back on line within a day and the other two fire alarm circuits took five days to restore. This was primarily due to the necessity of waiting for NSTAR to respond and deem overhead circuits as being de-energized and safe to work on so that repair work could take place. In late October with the occurrence of the so-called "Halloween Snow Storm" we lost nine Fire Alarm circuits, with five of those Fire Alarm circuits being restored within two days. Again, the remaining four Fire Alarm circuits took up to a week to restore due to delays to waiting for clearance from NSTAR to allow us to safely work on the overhead circuits.

Fire Prevention:

The Student Awareness of Fire Education (S.A.F.E.) Program continued during 2010. Personnel involved in this program included Firefighter /EMT's Anita Arnum, Richard Sullivan, Tom Matthews, Chuck Dunnigan, Brent Carter, Jim Ruggiero, Jim Byrne and Mike McGovern.

This past fall, we had very successful Fire Department Open House. I would like to commend the many personnel who participated or assisted in this endeavor in any way to make it such a success. I would especially like to thank Firefighter/EMT Brent Carter who, once again, stepped up to coordinate the Open House. I would also like to thank Firefighter/EMT Carter for his constant interest, coordination and oversight of our SAFE program and the care and maintenance of the SAFE trailer. We had the opportunity to present the SAFE trailer program at the Open House again, this year. The use of this trailer allows a large number of children and adults to go into an artificial smoke environment and be taught the proper ways to exit a home and call 911 in the event of a fire. As in past years, this program was extremely popular and very successful. It is our desire to expand the SAFE program primarily within our schools. However, this program is primarily dependent on sufficient grant funding and/or outside sponsorship to continue and expand. In addition to our annual open house participation, members of our SAFE team also participated in a number of other programs throughout the year. These included scout programs and participation in the Middlesex County Sheriff's Summer Camp Programs as part of the Annual Middlesex Youth Public Safety Academy. The program seeks to teach both public safety and team building. There were approximately twenty-six children, ages nine to twelve, who attended from the Town of Acton. Our involvement consisted of having several members of our SAFE team together with officers from the Acton Police Department assisting during a designated public safety day held in the Town of Maynard. In addition, the SAFE team

continued to conduct a number of school programs. To keep current in SAFE education topics, several members of the SAFE team attended the annual SAFE conference.

The department continued to review and inspect a number of commercial renovations as well as numerous residential projects. There were a total of one hundred and sixty-six plan reviews; thirty-seven were commercial projects and one hundred and twenty-nine were residential. The majority of the plan reviews as well as other code enforcement activities were conducted by the Deputy Fire Chief in coordination with the Acton Building Department.

Firefighter/EMT James Ray and Firefighter Bruce Stone continued to serve as our Fire Investigators and completed several fire investigations during the year. These individuals work with and/or are assisted by investigators from six other area fire departments that comprise a regional fire investigation team.

During the latter portion of the year, personnel were extremely busy as they coordinated with the Building Department to conduct required inspections of restaurants with liquor licenses. There were approximately twenty of these inspections that were done. These inspections were primarily conducted by career personnel in conjunction with the Acton Building Department, under the guidance and coordination of the Deputy Fire Chief.

Hazardous Materials:

Again in 2011 there were no significant hazardous material incidents that impacted the Town. Firefighter /EMT Anita Arnum continued to receive additional specialized training as part of her assignment with the regional Hazardous Materials Response Team and the Urban Search and Rescue (USAR) team located in Beverly, Massachusetts. Additionally, Firefighter/EMT Arnum was once again deployed for several days for search operations with the Urban Search and Rescue team following Tropical Storm Irene and the flooding that occurred in Mendon, Vermont. In addition to monthly drill participation, Firefighter/EMT Arnum also attended the 2011 State Hazardous Materials Conference in Plymouth, Ma.

Personnel:

It is with sadness that I would report the passing of William S. Kendall, Jr., Call Firefighter and Lieutenant (Retired). Lt. Kendall was assigned to the Acton Center Station and served from 1966 – 1971. Likewise, I am also saddened to report the passing of Captain Edward Belmont (Retired) who passed away on December 30. Captain Belmont was appointed as a call firefighter on October 13, 1953 and later was one of a group of seven original career Firefighters hired in 1965 to provide on-duty

fire station coverage. In May of 1969 he was promoted to rank of Captain.

On behalf of this Department and the Town of Acton, I would like to congratulate the following members of the department upon their retirement and thank them for their years of service to the Acton Fire Department and to the Town of Acton. First, on December 31, 2011 Firefighter Richard O'Leary retired after 37 years and 4 months of service. Firefighter O'Leary was appointed as a Call Firefighter in August of 1974 and then proceeded to start his full-time service as a career Firefighter/EMT in 1979. During his career Firefighter O'Leary served as the Assistant Training Officer from 1983-1988. He was involved with boat operations and assisted with the dive team. He was not only a veteran firefighter and an excellent pump operator but was also a firehouse chef of some renown.

Even though the official date of retirement was January 1st, 2012, I would also report the retirement of a veteran Fire Officer, Captain Carl Robinson who retired after 39 years and 7 months of service. Captain Robinson was hired as a Firefighter on May 1, 1972. He was appointed to the rank of Lieutenant in July of 1987. He was assigned as an Acting Captain in October of 1998 and appointed as a Captain on March 25, 1999. During his service, he used his expertise and background in mechanics and heavy equipment to serve as the Department Mechanic and ultimately as our Maintenance Officer. As such he was involved in review and specification development for the purchase of a number of pieces of fire apparatus. Captain Robinson was also a qualified Diver with training in Ice Rescue, Deepwater Rescue and Dive Rescue and served this department as the Dive Team Coordinator for a number of years until this function was no longer handled at the local level. Captain Robinson also assisted in training functions during his career and served on a number of interview panels to screen and recommend new firefighters for hiring.

Needless to say, both of these individuals were veterans and their service to this department and the knowledge and experience that they possessed will be missed. On behalf of the Department I would like to congratulate them and wish them well in their retirement.

In order to fill a vacancy due to the retirement of Lieutenant Richter in 2010, a promotional process was conducted. As a result I am pleased to report that Firefighter/EMT Anita Arnum will be promoted to the rank of Lieutenant. Lieutenant Arnum is a capable, veteran firefighter and holds a paramedic certification. She is an active member of the regional hazardous material team, a member of the Massachusetts Task Force One Urban Search and Rescue Team, a member of our SAFE team and also participates in numerous other fire and rescue related functions. With this promotion she will become the first female Fire Officer in the department.

Training:

Once again I am pleased to report year many of our personnel attended and completed outside course work conducted by the Massachusetts Firefighting Academy and other agencies. The courses taken were relevant to fire or EMS incidents. Courses taken included Advanced Emergency Vehicle Operations, Rope Rescue, Real World Approach to Incident Command, Boston Med-Flight Critical Care Conference, Mass Life Flight Symposium, Incident Command for Structural Collapse, Structural Firefighting Practices, Strategies for Managing Fire Departments in a Digital Age, Trench Rescue, Pumps, Tactical Operations and Fire Instructor I and II Training. In May, all four groups received initial training in a standardized fire ground accountability system.

In addition, Deputy Chief Lyons attended and completed a two week course conducted at the National Fire Academy and a Fire Instructor II program. I also attended both a state and a national professional development seminar.

Conclusion:

As previously mentioned, I would like to thank and give credit to all of our personnel for their consistent assistance and cooperation during the past year. I have specifically noted many of our personnel throughout this report, however, even though not specifically mentioned, there other personnel who have contributed in some way throughout the past year to provide the very best in fire / rescue services and emergency medical services for the Town of Acton.

As I previously noted it would be impossible to accomplish our mission without the support and the assistance of other town departments and agencies for which I am also grateful. Although not directly a part of this department, I would also like to especially note and thank our public safety dispatchers for the job that they do, which, in turn, benefits this department as well as the citizens that we serve. Finally, many residents continued to send notes of thanks and appreciation, or just stop by one of our stations to drop off various baked items, candy, fruit or cards as a way of saying thanks to our personnel. These kind gestures and the thoughtfulness of those we serve are very much appreciated.

In conclusion, I would like to once again specifically thank and acknowledge Deputy Fire Chief Kevin Lyons for his ongoing assistance and support. In addition, I would also like to specifically and especially note and thank our secretary, Mrs. "AJ" Pelkey for all her efforts, support and administrative expertise. I would also like to thank Firefighter/EMT Ken Ineson, Fire Alarm Superintendent for his

input in the preparation of the Fire Alarm portion of this report, and Captain Robert Vanderhoof for his preparation of the EMS portion of this report. Finally, following this report is a statistical summary of departmental incidents and activities that took place during the year.

Robert C. Craig
Fire Chief

ACTON FIRE DEPARTMENT ANNUAL STATISTICS – 2011

Fire

| | |
|-----------|---|
| 18 | Building Fire |
| 30 | Cooking fire, confined to container |
| 2 | Chimney or flue fire, confined to chimney or flue |
| 4 | Fuel burner/boiler malfunction, fire confined |
| 1 | Passenger vehicle fire |
| 6 | Mobile Property (vehicle) fire, other |
| 5 | Brush, or brush and grass mixture fire |
| 1 | Natural vegetation fire, other |
| 6 | Outside rubbish, trash or waste fire |
| 1 | Outside rubbish fire, other |
| 2 | Outside equipment fire |
| 5 | Special outside fire, other |
| 6 | Fire, other |
| 87 | Sub-Total, Fire |

Overpressure, Ruptures, Explosion, Overheat (no ensuing fire)

| | |
|----------|---|
| 1 | Overpressure rupture from steam, other |
| 1 | Overpressure rupture of air or gas pipe/pipeline |
| 2 | Excessive heat, scorch burns with no ignition |
| 1 | Overpressure rupture, explosion, overheat other |
| 5 | Sub-Total, Overpressure, Ruptures, Explosion, Overheat (no ensuing fire) |

Rescue & Emergency Medical Service

| | |
|--------------|---|
| 3 | Medical assist, assist EMS crew |
| 1,326 | EMS call, excluding vehicle accident with injury |
| 68 | Mutual Aid Outgoing I Medical Non-MVA |
| 8 | Mutual Aid Outgoing / Medical-MVA |
| 158 | Vehicle accident with injuries |
| 19 | Motor vehicle accident with no injuries |
| 2 | Lock-in (not lock-out) |
| 2 | Search for person on land |
| 1 | Ice rescue |
| 1 | Rescue or EMS standby |
| 4 | Rescue, emergency medical call (EMS) call, other |
| 1,592 | Sub-Total Rescue & Emergency Medical Service |

Hazardous Conditions (No Fire)

| | |
|------------|--|
| 1 | Gasoline or other flammable liquid spill |
| 76 | Gas leak (natural gas or LPG) |
| 1 | Oil or other combustible liquid spill |
| 69 | Carbon monoxide incident |
| 3 | Heat from short circuit (wiring), defective/worn |
| 4 | Overheated motor |
| 2 | Light ballast breakdown |
| 143 | Power line down |
| 19 | Arcing, shorted electrical equipment |
| 2 | Explosive bomb removal (for bomb scare, use 721) |
| 22 | Hazardous condition, other |
| 342 | Sub-Total, Hazardous Conditions (No Fire) |

Service Calls

| | |
|------------|--|
| 65 | Lock-out (not lock-in) |
| 27 | Water Problem / Evacuation |
| 1 | Water or steam leak |
| 8 | Smoke or odor removal |
| 9 | Assist police or other governmental agency |
| 11 | Public service |
| 46 | Assist invalid |
| 7 | Unauthorized burning |
| 2 | Cover assignment, standby, move up |
| 7 | Service call, other |
| 183 | Sub-Total, Service Calls |

Good Intent Calls

| | |
|-----------|---|
| 4 | Authorized controlled burning |
| 3 | Prescribed fire |
| 1 | Vicinity Alarm (incident in other location) |
| 41 | Smoke scare, odor of smoke |
| 5 | Steam, vapor, fog or dust thought to be smoke |
| 1 | Barbecue, tar kettle |
| 2 | Hazmat release investigation with no hazmat |
| 34 | Good intent call, other |
| 91 | Sub-Total, Good Intent Calls |

False Alarms & False Calls

| | |
|------------|--|
| 1 | Municipal alarm system, malicious false alarm |
| 1 | Telephone, malicious false alarm |
| 4 | Sprinkler activation due to malfunction |
| 85 | Smoke detector activation due to malfunction |
| 79 | Alarm system sounded due to malfunction |
| 14 | CO detector activation due to malfunction |
| 15 | Sprinkler activation, no fire - unintentional |
| 74 | Smoke detector activation, no fire - unintentional |
| 38 | Detector activation, no fire - unintentional |
| 80 | Alarm system sounded, no fire - unintentional |
| 5 | Carbon monoxide detector activation – no CO |
| 45 | False alarm or false call, other |
| 441 | Sub-Total, False Alarms & False Calls |

Severe Weather & Natural Disasters

| | |
|----|--|
| 2 | Flood assessment |
| 3 | Wind storm, tornado/hurricane assessment |
| 5 | Lightning strike (no fire) |
| 1 | Severe weather or natural disaster study |
| 8 | Severe weather or natural disaster, other |
| 19 | Sub-Total, Severe Weather & Natural Disasters |

Other Type of Incidents

| | |
|-------|---|
| 3 | Citizen complaint |
| 3 | Fire/Arson Investigation |
| 1,215 | Fire Alarm (Plug In or Plug Out) |
| 12 | Fire Alarm Work (Supt.) |
| 346 | Inspection, 26F 1/2 Smoke Detector |
| 60 | Inspection, Annual |
| 112 | Inspection, Final Occupancy |
| 14 | Inspection, Fire Drill |
| 35 | Inspection, LP Installation |
| 90 | Inspection, not classified |
| 16 | Inspection, Oil Burner Alteration |
| 10 | Inspection, Oil Tank Installation |
| 1 | Inspection, Quarterly |
| 32 | Inspection, Site Inspection |
| 13 | Inspection, Tank Removal |
| 16 | Lock Box Activity / Key Update |
| 20 | Mutual Aid Outgoing / Engine |
| 1 | Public Education (Non-SAFE) |
| 2 | Public Education (SAFE) |
| 4 | Special type of incident, other |
| 4 | Training |
| 2,009 | Sub-Total, Other Type of Incidents |

Other Incidents (codes with no roll-up values)

| | |
|----|--|
| 48 | CAD (Computer Aided Dispatch) Entry error |
| 5 | Mutual Aid |
| 1 | Mutual Aid Outgoing / Personnel only |
| 54 | Sub-Total, Other Incidents (codes w/no rollup values) |

4,823 Total Number of Incident Types

1199 Permits Issued

AUXILIARY FIRE DEPARTMENT

The Acton Auxiliary Fire Department is a division of the Acton Emergency Management Agency. It is comprised of a group of dedicated volunteers who donate their time and efforts to provide support services to the Town of Acton during times of emergency.

The Department is on automatic response to all Acton Fire Department box alarms, providing lighting as well as other support services. One of the most important of these services is "Rehab", or the establishing of a rest and rehabilitation area for the personnel at a working fire or similar event. We are equipped with portable generators and lighting as well as other necessary equipment.

We would like to thank all those who have supported and assisted us throughout the year. From the Highway Department, that has maintained our vehicles, to the Fire and Police Departments that have requested our assistance, but mostly to the residents of the Town of Acton for allowing us to provide these services.

This year, members assisted the Town during Tropical Storm Irene and The Halloween Snow Storm by manning a shelter for those who were without power.

We meet at the Emergency Management Building at 3 School Street. Department membership is open to all individuals over the age of eighteen who live or work within a 10 mile radius of the Emergency Management Building and have a genuine desire to help others through volunteering. Please call 978-929-7730 and leave a message.

Gail L. Sawyer
Deputy Director
Acton Emergency Management Agency

POLICE DEPARTMENT _____

Chief's Message:

The poor economy is still taking its toll on the operations of the department. We are slowly dropping services that we used to provide on a regular basis to the citizens of Acton.

The drug problem continues to get worse along with the economy. Prescription drug abuse is becoming very prevalent and later in this report you will see information from Prosecutor Fred Rentschler about the new drug court.

The population of Acton is now at 22,000 and climbing. We will continue to do the best we can with the resources available but manpower needs to be addressed soon.

I thank the Town Management for their support. I also appreciate the police department officers and staff. They all do a fine job in keeping the residents and visitors to our community safe.

Frank J. Widmayer III
Chief of Police

Members of the Acton Police Department

Chief of Police

Francis J. Widmayer III

Deputy Chief

Robert L. Parisi

Lieutenants

Thomas Rogers
Raymond P. Grey (Acting)

Sergeants

James A. Cogan
Edward Lawton Jr.
John Cooney
Scott Howe
Daniel Silva

Police Officers

Paul Cogan
Robert Cowan
James Goodemote
Christopher Browne
Christopher Prehl
Frederick Rentschler
Michael Cogan
Kevin Heffernan
Luke Penney

Leo Gower
Dean Keeler
Gardena Abramowitz
Keith Campbell
Douglas Sturniolo
Scott Krug
Daniel Holway
Todd McKelvie
Tricia Sullivan
John Collins
Steven McCarthy
Michael Eracleo
Jonathan Stackhouse
David Joachim
Jesse Osterhoudt
John Dristilaris
Deborah Richardson
Roger Wallace
Raymond L. Laroche

Police Matrons

Faith Williams
Deborah Richardson
Christine Joyce

Secretary

Faith Williams

Records Clerk

Becky Leblanc

Dispatchers

Kevin Antonelli
Roger Wallace
Daniel Deane
Robert Boyd
Matthew Hammer
Adam Bean
Alicia Mele
Patrick Hawthorne
Anne Milligan
Allison Bailey

Operational Assignments

Officer In Charge of Patrol Division

Lt. Thomas Rogers

Officer In Charge of Special Services

Lt. Raymond Grey

Officer In Charge of Detectives

Lt. Raymond Grey

Department Prosecutor
Det. Frederick Rentschler

Detectives

Det. Christopher Browne
Det. Kevin Heffernan
Det. Leo Gower

Youth Officers & School Resource

Det. Tricia Sullivan
Det. Keith Campbell

Safety/Traffic/Crime Prevention Officers

Det. Robert Cowan
Det. Christopher Prehl

Training Officer

Deputy Chief Robert Parisi

Family Services Unit

Lt. Raymond Grey
Ptl. Jonathan Stackhouse
Ptl. Tricia Sullivan
Ptl. Michael Eracleo
Ptl. Dean Keeler
Ptl. Doug Sturniolo

K-9 Unit

Ptl. Daniel Holway & Miso

Patrol Division

Our uniformed patrol force consists of one lieutenant, four sergeants, seventeen full-time patrolmen, four part-time patrolmen and one police dog. We operate in a patrol configuration characterized by four basic patrol sectors (South Acton, West Acton, North Acton and Central Acton). Staffing this commitment to our community continues to challenge our limited resources and remains my most critical concern.

Patrol officers handle a mind boggling mix of calls during their active patrol. Within a week's tour of duty a single officer might be dispatched to assist in lost and recovered property, a woman screaming, deranged, disorientated or missing persons, cocktail lounge brawls, domestic disputes, medical aid, crowd control, chemical spills, loud noise, prowlers, traffic accidents, drug dealing incidents, intrusion alarms and other emergencies reported by citizens.

Last October Patrolman David Joachim took a leave of absence. Dave is a fine patrol officer and I hope he returns soon. In December, Patrol Officer Garde Abramowitz was struck by a car while assisting an injured pedestrian on Massachusetts Avenue. Patrolman Abramowitz is pres-

ently recovering. I hope to have her back on patrol as soon as she is able. Patrol Officer Paul Cogan will turn sixty-five (mandatory retirement age) in May, concluding 38 years of service to the Acton Police Department. His vast knowledge and experience will be greatly missed.

Our department has adopted the philosophy of community policing which is based on the premise that police patrol officers and our community must work together to identify, prioritize and solve common problems. Our goal is to provide a safe environment regardless of race, religion, ethnicity, disability, gender or sexual orientation. By creating partnerships with our citizens, we will continue to open dialog between patrol officers and citizens to reduce crime and the fear of crime. This endeavor will also enhance the quality of life through mutual trust, respect and the fair and equitable enforcement of law while carefully safeguarding the dignity of all.

As patrol division commander, I request all residents to please post street numbers, visible from the street, on your homes. Clear and legible numbers allow public safety officials to provide immediate life-saving services at the proper location. Having your property quickly identified helps us to help you.

Lieutenant Thomas Rogers
Patrol Division Commander

Special Services Division

Training

All officers completed annual in-service training held at the Lowell Police Academy. Officers completed their twice a year firearms training. Several officers received specialized training in the following areas - use of force, leadership training, critical incident command training, cyber investigation, firearms legal updates, legal updates, FBI pistol instructor course and advance firearms instructor course. Sergeant Dan Silva taught the following classes to town employees and town residents, CPR, Defibrillator, First Responder and RAD (rape aggression defense) and Traffic/Safety. These officers are responsible for school bus evacuation drills, junk car violations, school bus stop evaluation, road construction details, parking enforcement, commercial vehicle compliance and enforcement and large scale events. Traffic officers attended training for commercial motor vehicle weight and dimension enforcement, also NICB vehicle and heavy equipment training. Traffic unit deployed our speed trailer in areas of town we felt needed additional operator attention to posted speed limits.

Activities are as follows,

| | |
|---|-----------------------------|
| School bus evacuation | All schools fall and spring |
| School bus violations | 6 |
| Road rage investigations | 8 |
| Accidents with substantial injury | 5 |
| Neighborhood speeding complaints | 30 |
| Large scale traffic events | 3 |
| Commercial vehicles placed out of service | 5 |
| Commercial vehicle violations | 144 |
| Overweight vehicles | 15 |
| Request for speed trailer | 12 |

Juvenile/School Resource Officers

Juvenile/School Resource Officers are responsible for the majority of the interaction of youth with the police department. Juvenile officers attended the National Association of School Resource Officers training, Cyber Bullying Investigation class, District Attorney's Suicide Prevention class and Harassment Orders. Juvenile/Resource Officers assist in crisis intervention situations, major school functions and provide support during emergencies. Juvenile/Resource Officers in the fall of 2011 started teaching i-SAFE. i-SAFE is dedicated to educating and empowering the youth of America to safely and responsibly take control of their experiences. i-SAFE provides students with critical thinking and decision-making skills they need to recognize and avoid dangerous and/or unlawful online behavior. i-SAFE replaces the D.A.R.E program but we will still be teaching about alcohol, drug awareness and peer pressure. During 2011 Dan Silva left the Juvenile unit and went to the patrol unit as he was promoted to sergeant.

2011 Youth Services Statistics

| | |
|---------------------------------|----------|
| Total School Resource Incidents | 278 |
| Juvenile Arrests | 6 |
| Juvenile Criminal Charges | 22 |
| Larceny Reports | 128 |
| Threats | 11 |
| Sexual Assaults | 8 |
| Child Abuse | 36 |
| DCF Referrals | 93 |
| Chins | 18 |
| Missing Persons | 4 |
| Drug/Alcohol Violations | 49 |
| Bullying Incidents | 14 |
| Cyber-Crimes | 19 |
| Malicious Destruction | 39 |
| School Fires | 2 |
| Weapon Reports | 14 |
| Lockdown Drills | 10 |
| Mental Health Emergencies | 18 |
| School Visitation/Assistance | >500 hrs |
| Attendance Compliance | >50 hrs |

Classroom Instruction
Restorative Justice Circles

>160 hrs
11

Investigations

Detectives have remained busy with an increase in theft from motor vehicles, false pretense/swindle and breaking and entering. There has been an increase in drug activity and drug investigations during 2011. Detectives received updated training in domestic violence, use of force, cyber investigations and intelligence commanders training. The detective unit would like to advise the residents to lock their motor vehicles at night and remove all valuables from motor vehicles.

Detective Statistics

| | |
|--------------------------------|----|
| Rape | 3 |
| Forcible fondling | 12 |
| Robbery | 3 |
| Aggravated Assault | 12 |
| Simple Assault | 2 |
| Intimidation | 27 |
| Breaking and Entering | 35 |
| Shoplifting | 24 |
| Theft from Building | 17 |
| Theft from Motor Vehicle | 36 |
| Theft from Motor Vehicle Parts | 9 |
| Larceny | 58 |
| Motor Vehicle Theft | 6 |
| Counterfeit/Forgery | 6 |
| False Pretense/Swindle | 22 |
| Credit Card Fraud | 13 |
| Wire Fraud | 3 |
| Embezzlement | 7 |
| Vandalism | 27 |
| Narcotics Violations | 15 |
| Weapon Law Violations | 3 |
| Disorderly Conduct | 11 |
| Liquor Law Violations | 5 |
| Trespass | 9 |
| All Other Offenses | 52 |

Drug Court

The Concord Drug Court is a multi-disciplinary approach to servicing the criminal justice community with a proven cost effective alternative to incarceration. The Drug Court team consists of a Judge, Addiction Treatment Counselor, Defense Attorney (s), Probation Officers, Prosecutor and Police Officers. At the present moment there are 22 Drug Courts operating in the Commonwealth. The Concord Drug Court came into service in January of 2009 and is funded by grants from the Bureau of Justice Assistance (BJA) and Substance Abuse and Mental Health Services Administration (SAMHSA). Concord Drug Court

is a "Post Conviction" alternative sentencing program. The sentence (period of incarceration) is held in abeyance pending the client's successful completion of an intensive two year program. While in the program the client must undergo weekly meetings (AA or NA), attend multiple weekly group meetings and have regular, random drug screens. As the police representative to the Concord Drug Court, my function is to assess the risk the client may or may not pose to the communities. During our weekly meetings I update the team about the client's past and present police and/or community interactions, both negative and positive (if any). This insight aids the Drug Court Team in assessing the individual's potential for continued participation in the program. Substance abuse and addiction do not discriminate between race, class, age or status in society. More and more families are facing the battle of substance abuse within their homes. As of late cases of prescription drug abuse have eclipsed other reported narcotic abuse due to the accessibility of prescription medicines. I strongly urge parents to properly discard any unused prescriptions and to take care in storage of current ones. An oversight can have serious consequences. Remember, not all the inmates in prison started out as "bad kids."

Detective Fredrick Rentschler

Dispatch Operations (E-911)

Dispatch remains a critical first link in emergency response. Dispatchers continue to receive training in Advance Fire Dispatch, AFSD recertification, Advance Law Enforcement Dispatch, ALED recertification, Emergency Medical Dispatch Recertification, Dispatch Judo, Homeland Security for Dispatchers, Fire Mobilization for Communications Personnel and First Responder/CPR. During 2011 three dispatchers left the dispatch group and these positions will be filled during 2012.

Deputy Chief
Robert Parisi

EXPLORER POST/VENTURE CREW SEARCH AND RESCUE

The Explorer Post/Venture Crew is a division of the Boy Scouts of America, sponsored by the Acton Lions Club, in conjunction with the Acton Emergency Management Agency. Meetings are held on Tuesday evenings every month at 7:30 at the Emergency Management Headquarters on School Street in South Acton. New members, both male and female, between 14 and 22 years old are always welcome. If interested, please call 978-929-7730

We participated in many town activities including the Town Fair, Fourth of July, Acton Lions Club Ski and Skate Sale, Octoberfest and concerts at NARA Park. We have performed more than 3000 volunteer service hours to the Town of Acton and the Boy Scout community by providing first aid and emergency services.

We wish to thank the Acton Lions Club for their continuing sponsorship in giving the youth of today the opportunity to work toward a better tomorrow.

Gail Sawyer-Advisor
Wayne Niemi- Associate Advisor
Connie Ingram- Committee Chair

Members:
Mark Casey
Scott Landry
Joe Calisto
Samantha Trecartin
Caitlin Battaglioli
Scott Konkle
Katie Pelosi
Pat Coit
Ethan DeSousa
Brett Miller



SIDEWALK COMMITTEE

In July 2007, the Board of Selectmen responded to the growing desire for more sidewalks in Acton by creating a Sidewalk Committee. This committee serves in an advisory capacity to the Selectmen. This year no new sidewalks were built by the Town. However, private developers built new sidewalks within the new Monument Place subdivision in North Acton, along the Corner of Ledge Rock and Main, on Sudbury Road, and in association with the WAVE project in West Acton. In addition, developers reconstructed sidewalks on Spruce Street and Main Street (288).

For town built sidewalks, we continue to push ahead with 5 specific sidewalks that our on our top priority list :

1. Route 2A (Davis Road to Woodvale Condos) Estimated completion date: 2012
2. High Street (#77 to Parker) Currently in the design phase
3. Summer Street (between Central and Willow, plus a gap near Ethan Allen) Estimated completion date: 2012.
4. Taylor Road and end of Minot Currently in surveying phase
5. Martin Street Estimated completion date: 2012

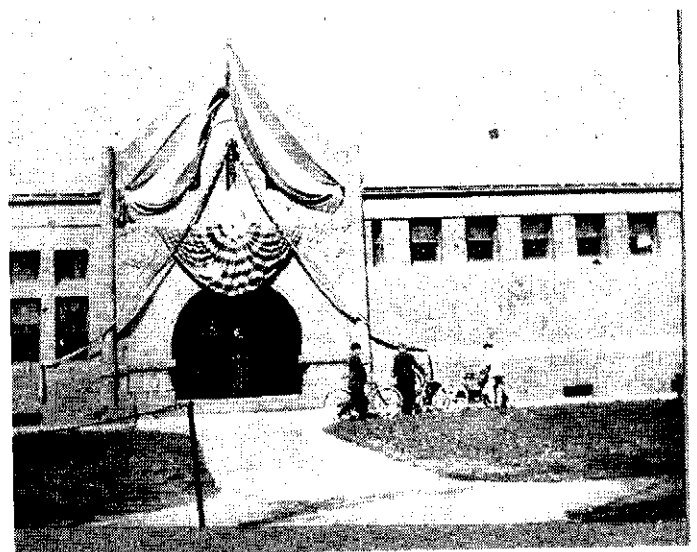
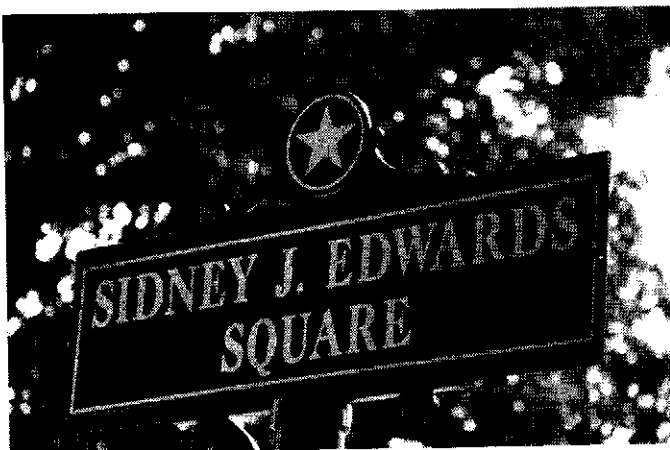
Goals for 2012

- Continue to press ahead with the five sidewalks listed above.
- Prioritize our second pool of sidewalks/walkways.
- Support the Engineering department with any assistance they require (eg: gathering temporary easement signatures, talking with homeowners) to facilitate the building of the above sidewalks/walkways.
- Continue to review new development plans and respond to concerns from citizens.
- Consider submitting a request for CPC funds to support the building of sidewalks/walkways.

Do you have questions about sidewalks in Acton?
Please email: sidewalks@acton-ma.gov.

Members:

Bettina Abe, Co-chair
Kate Chung, Co-chair
Steve Evans, secretary
Dick Calandrella,
Sytske Campbell, Pam Cochrane
Leslie Hogan,
Dana Snyder-Grant



Library Dedication

LEGISLATIVE

ABSTRACT OF THE ANNUAL TOWN MEETING HELD MONDAY, APRIL 4, 2011, 7:00 P.M._____

Acton-Boxborough Regional High School Auditorium
With Adjourned Sessions Held April 5, 2011

Number of Registered voters attending Town Meeting
April 4, 2011 – 294 and April 5, 2011 - 191

The Moderator, Mr. Mackenzie, called the Annual Town Meeting to order on Monday, April 4, 2011, at 7:01 PM. He introduced Rev. Tim Knapp, Mt Calvary Lutheran Church. Rev. Knapp then gave the invocation.

Mr. Mackenzie welcomed an introduced the new Moderator for the Town of Stow, David Walrath and Stow Town Clerk, Linda Hathaway, who were there to observe the Town Meeting process in the Town of Acton.

Mr. MacKenzie gave an overview of the process of Town Meeting. He then explained some basic rules and parliamentary procedure of the Town Meeting as found in the back of the warrant.

The Moderator explained the Pro and Con microphones, time frame and process for all speakers, presenters and questions.

Mr. Mackenzie introduced the chairman of the Board of Selectmen, Lauren Rosenzweig Morton, who then introduced the members at the table. Eva Szkaradek - Town Clerk, Stephen Anderson - Town Council, Steve Ledoux – Town Manager, Michael Gowing – Vice Chair, Terra Friedrichs – Clerk, as well as Pamela Harting-Barrat, and Janet Adachi members of the Board of Selectmen

The Moderator introduced the Chair of the Finance Committee, Mary Ann Ashton, who then introduced the members of the Finance Committee. Pat Clifford, Steve Noone, Doug Tindal-Clerk, Bill Mullin-Vice Chair, Bob Evans, Clint Seward, Kent Sharp, and Brandy Brandon.

ARTICLE 1 CHOOSE TOWN OFFICERS (Majority vote)

To choose all necessary Town Officers and Committees and to fix the salaries and compensation of all the elective officers of the Town as follows:

| | |
|-----------|-------------------------------------|
| Moderator | \$20.00 per Town Meeting session |
|-----------|-------------------------------------|

| | |
|------------------------------|--------------------|
| Board of Selectmen, Chairman | \$ 750.00 per year |
| Board of Selectmen, Member | \$ 650.00 per year |

, or take any other action relative thereto.

MOTION: Mrs. Rosenzweig Morton moves that the Town fix the compensation for elected officers as shown in the Article.

Motion Carries Unanimously

Cornelia O. Huber, Trustee of the Elizabeth White Fund, nominates Peter Ashton, 1 Olde Barn Way, Acton, for the position of Trustee of the Elizabeth White Fund, term to expire 2012.

Motion Carries Unanimously

Cornelia O. Huber, Trustee of the Elizabeth White Fund, nominates Andrea S. Miller, 30 Taylor Road, Acton, for the position of Trustee of the Elizabeth White Fund, term to expire 2014.

Motion Carries Unanimously

William A. Klauer, Trustee of the Fireman's Relief Fund of Acton, nominates Bruce Stone, 2 First Street, Maynard, for the position of Trustee of the Fireman's Relief Fund of Acton, term to expire 2014.

Motion Carries Unanimously

Nancy Lenicheck, Trustee of the West Acton Citizens Library, nominates Pamela Cochrane, 198 Central Street, Acton, for the position of Trustee of the West Acton Citizens Library, term to expire 2014.

Motion Carries Unanimously

Cynthia Schimpf, Trustee of the Charlotte Goodnow Fund, nominates Harry A. Mink, 4 Cricket Way, Acton, for the position of Trustee of the Charlotte Goodnow Fund, tem to expire 2014.

Motion Carries Unanimously

Cynthia Schimpf, Trustee of the Charlotte Goodnow Fund, nominates Bruce J. Muff, 6 Windemere Drive, Acton, for the position of Trustee of the Charlotte Goodnow Fund, tem to expire 2014.

Motion Carries Unanimously

MOTION: Mrs. Rosenzweig Morton moves to take up Articles 2 and 4 Relocated to Follow Article 14

Motion Carries Unanimously

Budgetary Consent Calendar Articles and Motions

ARTICLE 3* Council on Aging Van Enterprise Budget

Mr. Gowing moves that the Town appropriate \$97,165 for the purpose of operating the Town of Acton Senior and Disabled Citizens Van service, and to raise such amount, \$40,000 be raised from department receipts, \$7,165 be transferred from retained earnings and \$50,000 be raised from taxation.

ARTICLE 5 * Septage Disposal Enterprise Budget

Dr. Harting-Barrat moves that the Town appropriate and raise from department receipts \$139,092 for the purpose of septage disposal.

ARTICLE 6 * Sewer Enterprise Budget

Dr. Harting-Barrat moves that the Town appropriate and raise from department receipts \$1,673,615 for the purpose of operating the sewer system.

ARTICLE 7 * Ambulance Enterprise Fund

Mr. Gowing moves that the Town appropriate \$716,993 for the purpose of operating the ambulance service, and to raise such amount,

\$ 445,993 be raised from department receipts and \$ 271,000 be raised from taxation.

ARTICLE 8 * Recycling and Transfer Station Enterprise Budget

Mr. Gowing moves that the Town appropriate and raise from department receipts \$585,296 for the purpose of solid waste disposal and recycling.

ARTICLE 9 * Self-Funding Programs (Revolving Funds)

Ms. Friedrichs moves that the revolving funds for the Local School System, Historic District Commission, Building Department, Sealer of Weights and Measures, Health Department, and Fire Department be continued in the amounts and for the purposes set forth in the expenditure column of the article.

ARTICLE 10 Town Board Support – Acton-Boxborough Cultural Council

Ms. Friedrichs moves that the Town raise and appropriate \$2,000 for the ongoing expenses of the Acton-Boxborough Cultural Council.

CONSENT MOTION: Mrs. Rosenzweig Morton moves that the Town take up the seven budgetary articles in the Consent Calendar, except for Article 4, on pages 24 through 32 of the Warrant: Articles 3, 5, 6, 7, 8, 9 and 10.

Motion Carries Unanimously

ARTICLE 3 * COUNCIL ON AGING VAN ENTERPRISE BUDGET
(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds a sum of money to operate the Senior Van Service, in accordance with Massachusetts General Law, Chapter 44, Section 53 F½, Enterprise Fund Law, or take any other action relative thereto.

MOTION: Mr. Gowing moves that the Town appropriate \$97,165 for the purpose of operating the Town of Acton Senior and Disabled Citizens Van service, and to raise such amount, \$40,000 be raised from department receipts, \$7,165 be transferred from retained earnings and \$50,000 be raised from taxation.

Motion Carries Unanimously

ARTICLE 5 * SEPTAGE DISPOSAL ENTERPRISE BUDGET
(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds a sum of money for the purpose of septage disposal, in accordance with Massachusetts General Law, Chapter 44, Section 53F½, Enterprise Fund Law, or take any other action relative thereto.

MOTION: Dr. Harting-Barrat moves that the Town appropriate and raise from department receipts \$139,092 for the purpose of septage disposal.

Motion Carries Unanimously

**ARTICLE 6 * SEWER ENTERPRISE
BUDGET**

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds a sum of money for the purpose of operating and maintaining a sewer collection and treatment facility, in accordance with Massachusetts General Law, Chapter 44, Section 53F½, Enterprise Fund Law, or take any other action relative thereto.

MOTION: Dr. Harting-Barrat moves that the Town appropriate and raise from department receipts \$1,673,615 for the purpose of operating the sewer system.

Motion Carries Unanimously

**ARTICLE 7 * AMBULANCE ENTERPRISE
FUND**

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds a sum of money for the purpose of health care, in accordance with Massachusetts General Law, Chapter 44, Section 53F½, Enterprise Fund Law, or take any other action relative thereto.

MOTION: Mr. Gowing moves that the Town appropriate \$716,993 for the purpose of operating the ambulance service, and to raise such amount,
\$ 445,993 be raised from department receipts and
\$ 271,000 be raised from taxation.

Motion Carries Unanimously

**ARTICLE 8 * RECYCLING AND TRANS-
FER STATION ENTERPRISE
BUDGET**

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money for the purpose of solid waste disposal and recycling in accordance with Massachusetts General Law, Chapter 44, Section 53F½, Enterprise Fund Law, or take any other action relative thereto.

MOTION: Mr. Gowing moves that the Town appropriate and raise from department receipts \$585,296 for the purpose of solid waste disposal and recycling.

Motion Carries Unanimously

**ARTICLE 9 * SELF-FUNDING PROGRAMS
(REVOLVING FUNDS)**

(Majority vote)

To see if the Town will vote, pursuant to Massachusetts General Law, Chapter 44, Section 53E½ to establish or continue revolving funds for the Local School System, to be expended by the Superintendent of Schools; and for the Historic District Commission, Building Department, Sealer of Weights and Measures, Health Inspectional Services and Fire Department Fire Alarm Network, to be expended by the Town Manager, as noted below:

| Fund | FY12 Estimated Revenue | FY12 Authorized Expenditure |
|---|---------------------------------------|--|
| School Department | | |
| Douglas at Dawn/Dusk | \$ 291,500 | \$ 291,500 |
| Merriam Mornings/ Afternoons/Summer | \$ 225,000 | \$225,000 |
| Historic District Commission | \$ 1 | \$ 1 |
| Building Department | \$ 178,531 | \$ 178,531 |
| Sealer of Weights & Measures | \$ 14,416 | \$ 14,416 |
| Health Department | | |
| Food Service Inspections | \$39,858 | \$ 39,858 |
| Hazardous Materials Inspections | \$46,788 | \$ 46,788 |
| Stormwater Inspections | \$40,000 | \$ 40,000 |
| Fire Department | | |
| Fire Alarm Network | \$ 63,078 | \$ 63,078 |

, or take any other action relative thereto.

MOTION: Ms. Friedrichs moves that the revolving funds for the Local School System, Historic District Commission, Building Department, Sealer of Weights and Measures, Health Department, and Fire Department be continued in the amounts and for the purposes set forth in the expenditure column of the article.

Motion Carries Unanimously

**ARTICLE 10 * TOWN BOARD SUPPORT
– ACTON-BOXBOROUGH CUL-
TURAL COUNCIL**

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$2,000, or any other sum, to be expended by the Town Manager for the ongoing expenses of the Acton-Boxborough Cultural Council for programs in Acton, or take any other action relative thereto.

MOTION: Ms. Friedrichs moves that the Town raise and appropriate \$2,000 for the ongoing expenses of the Acton-Boxborough Cultural Council.

Motion Carries Unanimously

ARTICLE 11 TOWN OPERATING BUDGET
(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money to defray the necessary expenses of the departments, offices and boards of the Town, exclusive of the School budgets, or take any other action relative thereto.

MOTION: Mrs. Rosenzweig Morton moves that the Town raise and appropriate \$26,701,029 to be expended by the Town Manager for the purpose of funding the fiscal year 2012 municipal budget, and that the Town authorize the Town Manager to sell, trade or dispose of vehicles and equipment being replaced and to expend any proceeds so received.

Motion Carries Unanimously

ARTICLE 12 FUND COLLECTIVE BARGAINING AGREEMENT POLICE PATROL OFFICERS
(Majority vote)

To see if the Town will vote to raise and appropriate, transfer and/or appropriate from available funds a sum of money necessary to fund the cost items contained in Collective Bargaining Agreement(s) between the Town and its police patrol officers union as filed with the Town Clerk, or take any other action relative thereto.

MOTION: Mrs. Rosenzweig Morton moves that the Town take no action.

Motion Carries Unanimously

ARTICLE 13 FUND COLLECTIVE BARGAINING AGREEMENT HIGHWAY AND MUNICIPAL PROPERTIES
(Majority vote)

To see if the Town will vote to raise and appropriate, transfer and/or appropriate from available funds a sum of money necessary to fund the cost items contained in Collective Bargaining Agreement(s) between the Town and its highway and municipal properties personnel union(s) as filed with the Town Clerk, or take any other action relative thereto.

MOTION: Mrs. Rosenzweig Morton moves that the Town take no action.

Motion Carries Unanimously

ARTICLE 14 PERSONNEL, CAPITAL EQUIPMENT AND IMPROVEMENTS
(Majority vote)

To see if the Town will raise and appropriate, transfer and/or appropriate from available funds, a sum of money to be expended by the Town Manager for the purchase, replacement or improvement of vehicles, equipment or infrastructure or funding positions as listed below, including related incidental costs, or take any other action relative thereto.

| | | |
|----|--|------------|
| A. | Geographic Information System/Database | |
| | Coordinator | \$ 91,000 |
| B. | Engineering Van | \$ 26,000 |
| C. | Assessor's Department Hours | \$ 12,000 |
| D. | Digitize Microfilmed Records | \$ 60,000 |
| E. | Building Department Inspectional Vehicle | \$ 29,875 |
| F. | NARA Park Parking Lot Extension | \$ 75,000 |
| G. | Highway Department Salt Shed | \$ 300,000 |
| H. | Permit Tracking System | \$ 200,000 |
| I. | Cemetery Department Heating System | \$ 20,000 |
| J. | Emergency Management Plan and Training | \$ 60,000 |
| K. | Council on Aging Air Conditioning System | \$ 25,000 |
| | Total | \$ 898,875 |

MOTION: Mrs. Rosenzweig Morton moves that the Town appropriate \$898,875 to be expended by the Town Manager for the purposes set forth in the article, and to raise such amount,

\$ 177,036 be raised from taxation,
\$ 147,839 be transferred from Free Cash and
\$ 574,000 be transferred from North East Solid Waste Committee Enterprise Fund retained earnings,

And that the Town authorize the Town Manager to sell, trade or dispose of vehicles and equipment being replaced and to expend any proceeds so received.

Motion Carries Unanimously

ARTICLE 2 BUDGET TRANSFER
(Majority vote)

To see if the Town will vote to appropriate from available funds a sum of money to defray necessary expenses above the amount appropriated at the 2010 Annual Town Meeting, or take any other action relative thereto.

MOTION: Mr. Gowing moves that the Town appropriate and transfer \$51,495 from Nursing Enterprise Fund Retained Earnings for the purpose of supplementing the fiscal year 2011 Nursing Enterprise Fund Appropriation. Motion Carries Unanimously

**ARTICLE 4 * NURSING ENTERPRISE
BUDGET**

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds a sum of money to provide Public Health and Visiting Nurse Services, in accordance with Massachusetts General Law, Chapter 44, Section 53F½, Enterprise Fund Law, or take any other action relative thereto.

MOTION: Mr. Gowing moves that the Town appropriate \$801,026 for the purpose of operating the Town of Acton Public Health Nursing Service, and to raise such amount, \$768,586 be raised from department receipts and \$32,440 be transferred from retained earnings.

Pulled from consent
Motion Carries Unanimously

**ARTICLE 15 ACTON PUBLIC SCHOOLS
BUDGET**

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money to defray the necessary expenses of the Acton Public School System, or take any other action relative thereto.

MOTION: Mr. Petersen moves that the Town raise and appropriate \$26,113,719 to be expended by the Superintendent of Schools to fund the fiscal year 2012 Acton Public Schools budget, and to raise such amount \$26,113,719 be raised from taxation.

Motion to Amendment: Mrs. Rosenzweig Morton moves to amend to change the word "taxation" in the motion to the words "general revenues".

Motion to Amend carries unanimously

Amended motion carries

**ARTICLE 16 ACTON-BOXBOROUGH
REGIONAL SCHOOL DISTRICT
ASSESSMENT**

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money to defray the

necessary expenses of the Acton-Boxborough Regional School District, or take any other action relative thereto.

MOTION: Mr. Petersen moves that the Town raise and appropriate \$24,725,573 to fund the fiscal year 2012 assessment of the Acton-Boxborough Regional School District.

Motion to amend: Ms Amy Hedison moves to amend the motion to increase Acton's assessment from \$24,725,573 to \$24,891,337.

Motion to Amend Lost

Original motion carries

**ARTICLE 17 MINUTEMAN REGIONAL
SCHOOL DISTRICT ASSESS-
MENT**

(Majority vote)

To see if the Town will raise and appropriate, and/or transfer and appropriate from available funds, a sum of money to defray the necessary expenses of the Minuteman Regional Vocational Technical School District, or take any other action relative thereto.

MOTION: Mr. Hunter moves that the Town transfer from Free Cash and appropriate \$777,161 to fund the fiscal year 2012 assessment of the Minuteman Regional School District.

Motion Carries Unanimously

**ARTICLE 18 COMMUNITY PRESERVATION
PROGRAM – DIRECT APPROPRIATIONS FROM FUND BALANCES**

(Majority vote)

To see if the Town will vote to appropriate or set aside for later appropriation, and to authorize and direct the Board of Selectmen and the Town Manager to expend or set aside, from the FY 2010 Community Preservation Fund balances as set forth herein, the amounts listed below for community preservation purposes, with such expenditures to be subject to conditions listed in the Article's Summary and to be further specified in award letters from the Community Preservation Committee, with each item considered a separate appropriation;

And further, to see if the Town will vote to appropriate, set aside and re-appropriate the amount listed in Item H-2 below, to appropriate the amount listed in Item H-3 below, and to authorize and direct the Board of Selectmen and the Town Manager to expend up to these amounts

from the current balance of the Set-Aside Fund for the Acquisition, Preservation, Rehabilitation and Restoration of Historic Resources, with such expenditure to be subject to conditions listed in the Article's Summary and to be further specified in the award letter from the Community Preservation Committee:

FY 2010 COMMUNITY PRESERVATION FUND BALANCE

FY 2010 Community Preservation Fund Revenues

Community Preservation Fund Surcharge Collected in
FY 2010 \$746,873.08

State Community Preservation Trust Fund Receipt,
October 2010 \$202,879.00

Other FY 2010 Community Preservation Fund Components

Interest Earned in FY 2010 \$30,321.49

Recapture of unspent previous years' project appropria-
tions (2004, 2005, 2007, and 2008) \$101,055.48

Unencumbered FY 2010 Fund Balance \$495,159.98

**Total - FY 2010 Community Preservation
Fund Balance \$1,576,289.03**

**Current Set-Aside Fund Balance for the Acquisition,
Creation, and Preservation of Open Space, and its
Rehabilitation and Restoration \$945,000.00**

**Current Set-Aside Fund Balance for the Acquisition,
Preservation, Rehabilitation, and Restoration of His-
toric Resources (2009 Set-Aside) \$44,000.00**

APPROPRIATIONS

| Purposes | Recommended Amounts |
|-----------------|--------------------------------|
|-----------------|--------------------------------|

Set Aside Appropriations for

| | |
|--|--------------|
| A. Acquisition, Creation, and Preservation of Open Space, and its Rehabilitation & Restoration | \$450,000.00 |
|--|--------------|

Spending Appropriations

| | |
|--|--------------|
| B. Community Housing Program Fund | \$150,000.00 |
| C. Trail Through Time (Phase III) | \$66,900.00 |
| D. Memorial Library – Arch Window Restoration | \$ 15,000.00 |
| E. Town Hall Windows (Phase II) | \$75,000.00 |

| | |
|--|--------------|
| F. Asa Parlin House – Building Preservation and Restoration | \$100,000.00 |
|--|--------------|

| | |
|---|-------------|
| G. Acton Woman's Club – 504 Main Street, Building Preservation and Restoration | \$99,714.00 |
|---|-------------|

| | |
|--|--|
| H. Theater III – Building Preservation & Restoration | |
|--|--|

| | |
|---------------------------|--------------|
| H-1. Direct Appropriation | \$145,500.00 |
|---------------------------|--------------|

| | |
|---|-------------|
| H-2. Amount recaptured as unspent CPA appropriations from 2007 and re-appropriated hereunder after first being set aside hereunder to the set-aside fund for the Acquisition, Preservation, Rehabilitation and Restoration of Historic Resources to compensate for 2007 shortfall in historic preservation spending | \$40,000.00 |
|---|-------------|

| | |
|---|-------------|
| H-3. Appropriation from the current Set-Aside Fund Bal- ance for the Acquisition, Preservation, Rehabilita- tion, and Restoration of Historic Resources (2009 Set-Aside) | \$44,000.00 |
|---|-------------|

| | |
|--|-------------|
| I. Acton Historical Society – Building Preservation and Restoration | \$62,095.00 |
|--|-------------|

Administrative Spending Appropriation

| | |
|---|-------------|
| J. A fund for CPC direct expenses and for reimbursing the Town of Acton for administrative services and operating expenses provided in support of the Com- munity Preservation Committee | \$47,487.00 |
|---|-------------|

**Total Recommended Appropriations from FY 2010
Community Preservation Fund Balance and Current
Historic Set-Aside Fund \$ 1,295,696.00**

Remaining FY 2010 Community Preservation Fund Bal-
ance \$324,593.03

Remaining Balance in the Set-Aside Fund for the Acqui-
sition, Preservation, Rehabilitation, and Restoration of
Historic Resources \$0.00

Resulting Balance in the Set-Aside Fund for the Acquisi-
tion, Creation, and Preservation of Open Space, and its
Rehabilitation and Restoration \$1,395,000.00

, or take any other action relative thereto;

And, whereas Massachusetts General Law, Chapter
44B requires that the Town appropriate for spending, or
set-aside for future spending, from the 2010 Community
Preservation Fund Revenues at least 10% for open space,
10% for historic preservation, and 10% for community
housing;

(The Town Meeting Moderator is not required to count a 2/3 required vote.)

Motion to Adjourn: Ms Ann Chang moves to adjourn the Annual Town Meeting at 10:26 PM, until Tuesday, April 5, 2011 at the Acton-Boxborough Regional High School Auditorium at 7 PM

Motion Carries
April 5, 2011

The Moderator, called the meeting to order, Tuesday, April 5, 2011 at 7:02 PM.

Mr. Mackenzie introduced Mike Gowing, vice chair of the Board of Selectmen. Mr Gowing thanked Terra Friedrichs for her service to the town and her time served on the Board of Selectmen.

Mr Gowing also thanked Lauren Rosenzweig Morton, chair of the Board of Selectmen, for her years of service to the Town on various Board.

The Moderator then introduced John Petersen, chair of the School Committee. Mr. Petersen thanked the School committee members that will be leaving the board. Sharon Smith McManus who has served 6 years on the Committee. Also, Herman Kabakoff who served a year on the committee.

Mr Mackenzie recongnized and thanked all those who volunteer for town boards and committees.

Mr. Mackenzie also thanked Pat Easterly, who served as chair of the Finance Committee, stepped down September of 2010 as well as Kent Sharp who will be stepping down after 6 years of service on the Finance Committee.

The Moderator introduced the Town Manager, Steve Ledoux who gave the presentation for the 6th annual recipient of the "Joseph A. Lalli Merit Award" for outstanding work of a Town of Acton employee. This years Town Employee of the Year award is presented to (Dickie) Richard Waite, who has worked for the Town of Acton for 33 years, is the current Assistant Highway Superintendent.

Mr. Ledoux also honored the 3rd annual recipient of the "Joseph A. Lalli Merit Award" for outstanding work of a Public Safety Employee. Employed by the town for 21 years, this years Public Safety Employee of the Year goes to Kevin Antonelli, Dispatcher for the Acton Police Department.

Mr Mackenzie also thanked Ms Fran Osman for the flowers that decorated the stage.

**ARTICLE 21 # AMEND TOWN BYLAWS
 – DUTIES OF THE FINANCE
 COMMITTEE**

(Majority Vote)

To see if the Town will vote to amend Chapter B, Section B3 (Duties of the Finance Committee) of the General Bylaws of the Town by adding the following sentences after the words "... the preparation of long range fiscal plans for the Town.":

"The Finance Committee shall present its fiscal plan at the annual town meeting. The fiscal plan shall be for a minimum of three years and shall include the Finance Committee's estimate of the town's financial reserves and its recommendation of the maximum amounts, if any, of the town's financial reserves to be used for appropriations by town meetings for each of the fiscal years covered by the long-range plan."

so that the amended Section B3 reads as follows:

B3. Duties of the Finance Committee

The Finance Committee shall consider any and all municipal questions for the purpose of making reports and recommendations. Without restricting the general intent of the foregoing, the Finance Committee shall include in its duties the review of and recommendations concerning the budget for the annual meeting, the review of and recommendations concerning any other matter of a financial nature arising at the annual meeting or at any special meeting, and the preparation of long range fiscal plans for the Town. The Finance Committee shall present its fiscal plan at the annual town meeting. The fiscal plan shall be for a minimum of three years and shall include the Finance Committee's estimate of the town's financial reserves and its recommendation of the maximum amounts, if any, of the town's financial reserves to be used for appropriations by town meetings for each of the fiscal years covered by the long-range plan.

, or take any other action relative thereto.

MOTION: Mr. Kadlec moves that the Town adopt the general bylaw amendment as set forth in the Article.

Motion Lost

And, whereas the recommended appropriations for open space, historic preservation, and community housing each meet or exceed 10% of the 2010 Community Preservation Fund Revenues;

And, whereas Town Meeting may vote to delete or reduce any of the recommended amounts;

Therefore, in the event that recommended amounts are deleted or reduced, vote to appropriate as a set-aside for future spending from the FY 2010 Community Preservation Fund Balance the minimum necessary amounts to allocate not less than 10% of the FY 2010 Community Preservation Fund Revenues for open space (\$94,975.21), not less than 10% of the FY 2010 Community Preservation Fund Revenues for historic preservation (\$94,975.21), not less than 10% of the FY 2010 Community Preservation Fund Revenues (\$94,975.21) for community housing, or take any other action relative thereto.

MOTION: Mr. Foster moves that the Town:

(1) Transfer to and from the Community Preservation Fund and appropriate, re-appropriate, or set aside for current or later appropriation, \$1,295,696, all as set forth in the article, and

(2) Authorize the Town Manager to expend or set aside amounts as set forth in the article and in compliance with conditions to be noted in the Community Preservation Committee's award letters.

Motion Carries Unanimously

ARTICLE 19 RESALE OF PIPER LANE PROPERTY

(Two-thirds vote)

To see if the Town will vote to authorize the Board of Selectmen to transfer the land with the buildings and improvements thereon located at 6 Piper Road (formerly 8 Piper Lane), shown as "Lot 2 (combined Parcels C, D, Y and Z)" on a plan entitled "Plan of Land in Acton, Mass.," dated September 7, 2010, prepared by Goldsmith, Prest & Ringwall, Inc. and recorded as Plan Number 681 of 2010 in the Middlesex South Registry of Deeds (the "Premises") from the Board of Selectmen to the Board of Selectmen for the purposes of sale and to sell and convey the Premises on such terms and conditions and for such consideration as the Selectmen may determine, and to transfer the net proceeds of such sale, less the transaction costs and less the costs (up to \$45,000 but not less than \$39,000) of repairs, improvements, and the additional land purchase that was needed to create a legal house lot, from the general fund to the Community Preservation Fund Open Space Set-Aside, or take any other action relative thereto.

MOTION: Mrs. Adachi moves that the Town authorize the Board of Selectmen to transfer, sell and convey the Premises described in the article on such terms and conditions and for such consideration as the Selectmen may determine, and to transfer the net proceeds of such sale, less the costs described in the article, from the general fund to the Community Preservation Fund Open Space Set-Aside.

**Motion Carries
Declared 2/3 by Moderator***

*Town of Acton has excepted MGL CH 39 Sec 15 at its Annual Town Meeting April 2001,

Article 43 and the amended Bylaw 5A was approved by the Attorney General on Aug. 6, 2001.

(The Town Meeting Moderator is not required to count a 2/3 required vote.)

ARTICLE 20 LAND ACQUISITION – QUAIL RIDGE

(Two-thirds vote)

To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, eminent domain or otherwise, on such terms and conditions as the Selectmen may determine, fee, easement and/or other real property interests in, on, over, across, under and along all or any portion of the land with the buildings and improvements thereon which is shown on the plan entitled "The Residences at Quail Ridge, Senior Residence Special Permit" dated July 18, 2007, including without limitation all or any portion of Lot 1 containing 56.288 acres more or less, Lot 2 containing 10.535 acres, more or less, Common Land Open space Parcel A containing 88.723 acres, more or less, all buildings, improvements, roadways, driveways, parking, infrastructure, means of access, and easements located on, benefiting or appurtenant to the property, all furniture, equipment, vehicles, golf carts and fixtures used in the operation or maintenance of the golf course, tennis court, pool and/or clubhouse at the property, and all permits and approvals associated with the property; to raise, appropriate, transfer from available funds, borrow, or accept gifts of such funds as are necessary to accomplish the purposes of this article; or to take any other action relative thereto.

MOTION: Mr. Gowing moves that the Town take no action.

**Motion Carries
Declared 2/3 by Moderator***

*Town of Acton has excepted MGL CH 39 Sec 15 at its Annual Town Meeting April 2001,

Article 43 and the amended Bylaw 5A was approved by the Attorney General on Aug. 6, 2001.

**ARTICLE 22 # RESOLUTION REQUEST-
ING LEGISLATIVE ACTION
REGARDING PUBLICLY-
FUNDED STATE SERVICES**

(Majority vote)

Whereas, in the State Election of November 2, 2010, 77% of the voters of Acton precincts 3, 4 and 5 voted in favor of the resolution that the state representative from the 37th Middlesex District be instructed to vote in favor of legislation that would require proof of legal residence in Massachusetts before an applicant could obtain publicly-funded state benefits, and

Whereas, subsequent to that vote, the Governor of the Commonwealth of Massachusetts and his administration have proposed expanding services to persons irrespective of proof of legal residence,

NOW, BE IT RESOLVED THAT: The Town of Acton requests that its representatives and senator honor the expressed will of the voters by voting to require proof of legal residence as a condition for receiving publicly-funded state services.

MOTION: Mr. Stone moves that the Town adopt the non-binding resolution as set forth in the Article.

Motion to Amend: Mr. Stone moves to amend the non-binding resolution by replacing the third paragraph in its entirety with the following text:

NOW, BE IT RESOLVED THAT: The Town Meeting Voters of Acton reaffirm the principle that publicly-funded state services should be limited, where practicable, to persons who are legal residents of Massachusetts. We therefore request that our representatives and senator vote in favor of legislation that would strengthen this principle and against legislation that would weaken it. In either case we expect that our legislators will take care to avoid mandates that are impractical, not cost-effective, unduly burdensome on local officials, or contravened by Federal or other laws.

Motion to amend passed

Amended motion lost

**ARTICLE 23 RESOLUTION REGARDING
PROPOSED NEXT GENERATION
CHILDREN'S CENTER,
352 MAIN STREET**

(Majority vote)

Whereas, the proposed Next Generation Children's Center at 352 Main St. serving 262 children would signifi-

cantly increase traffic on Main Street (Route 27) and at the Route 2 entrance and exit ramps, especially during peak morning and evening rush hours;

Whereas, Main Street (Route 27) is already a very heavily traveled road at peak hours, the intersection with Route 2 is already at a failing service level and historically this intersection has had a higher than average accident rate according to Next Generation's own traffic study;

Whereas, town staff including the Chief of Police and various town boards as well as the school administration and numerous citizens of the town have stated that the increased traffic would be a serious threat to public safety;

And whereas the Board of Selectmen in response to comments from the citizens of the town has decided to continue with its defense in the litigation with the proponent rather than accept a proposed settlement that would do nothing to ameliorate the potential traffic issues and public safety problems and further would not resolve the violations of the town bylaw governing this development.

Now, therefore, be it resolved by the citizens of Acton present at the April 2011 Annual Town Meeting:

That to resolve this litigation and to prevent the construction of the proposed day care center on the property at 352 Main St., the Board of Selectmen should consider entering into negotiations with the developer and owners of Next Generation with the intent to offer to purchase the land that is currently owned by the developer for the day care center development.

MOTION: Mr. Ashton moves that the Town adopt the non-binding resolution as set forth in the Article.

Motion carries

**ARTICLE 24 MBTA COMMUTER RAIL STA-
TION ELEVATOR – MAINTENANCE AGREEMENT**

(Majority vote)

To see if the Town will authorize the Town Manager, with the approval of the Board of Selectmen, to enter into a long-term Agreement on such terms and conditions as they may determine appropriate, with the Massachusetts Bay Transportation Authority relative to elevator maintenance at the South Acton Train Station, or take any other action relative thereto.

MOTION: Dr. Harting-Barrat moves that the Town authorize the Board of Selectmen to enter into a long-term agreement with the Massachusetts Bay Transportation Authority relative to elevator maintenance at the South Acton Train Station.

Motion carries unanimously

ARTICLE 25 MBTA COMMUTER RAIL STATION ELEVATOR – APPROPRIATION

(Majority vote)

To see if the Town will raise and appropriate, transfer and/or appropriate from free cash or other available funds a sum of money to fund the Town's share of an Agreement with the Massachusetts Bay Transportation Authority relative to elevator maintenance at the South Acton Train Station, or take any other action relative thereto.

MOTION: Dr. Harting-Barrat moves that the Town take no action.

Motion carries unanimously

ARTICLE 26 HOME RULE PETITION – SENIOR CITIZEN PROPERTY TAX EXEMPTION

(Majority vote)

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for an Act to establish a means tested senior citizen property tax exemption in the Town of Acton, in substantially the form set forth below:

An Act authorizing the Town of Acton to establish a means tested Senior Citizen Property Tax Exemption

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. With respect to each parcel of real property qualifying pursuant to the criteria listed in Section 2 hereof and classified as class one, residential in the town of Acton there shall be a cap on property taxes equal to the sum of [1] 10 per cent of the total annual household income, and [2] the amount of the state's "circuit breaker" credit the applicant was eligible to receive in the year prior to the application being filed, except that if the cap described in Section 3 is exceeded by a higher percentage and except that in no event shall property taxes be reduced by more than 50 per cent by this exemption. The exemption shall be applied only to the principal residence of a taxpayer as used by the taxpayer for income tax purposes.

SECTION 2. The board of assessors may deny an application if they find the applicant has assets that

exceed 200% of the limit as defined under the most recently accepted clause 41 of Section 5 of Chapter 59 of Massachusetts General Laws. The board of assessors may deny an application if they find the applicant has excessive assets that place them outside of the intended recipients of the senior exemption created by this act. Real property shall qualify for the exemption set forth in section 1 if all the following criteria are met:

- (a) the qualifying real estate is owned and occupied by a person or family where their prior year's income would make them income eligible for the Circuit Breaker income tax credit;
- (b) the qualifying real estate is owned by a single applicant age 65 or above at the close of the previous year or if a joint application the second applicant was age 60 or above;
- (c) the qualifying real estate is owned and occupied by the applicant or joint applicants as their principal residence for income tax purposes;
- (d) the applicant or at least one of the joint applicants has resided in the town of Acton for at least 10 consecutive years before filing an application for the exemption;
- (e) the maximum assessed value of the primary residence is no greater than the amount that would make them eligible for the Circuit Breaker income tax credit; and
- (f) the board of assessors has approved the application.

SECTION 3. The exemption provided for in this act shall be in addition to any other exemption allowable under the General Laws except that this exemption shall not exceed \$50,000, and shall be funded from the town's overlay account. To the extent qualifying requests for exemption exceed the cap of \$50,000, all requests shall be prorated based on the \$50,000 cap divided by the total dollar amount of the qualifying requests. This ratio up to a maximum of 1.0 will be multiplied by each citizen's qualifying request to determine the actual amount of the exemption for each qualifying request. For example, assume requests in one year total \$75,000. The cap amount of \$50,000 is divided by \$75,000 to determine a ratio of .667. This ratio shall be applied to each qualifying applicants' request to determine the amount of the actual exemption.

After the first year of enactment, the total cap on the exemptions granted by this act shall be set annually by the board of selectmen in consideration of the total overlay amount.

SECTION 4. A person who seeks to qualify for this exemption shall, before the deadline established by the board of assessors, file an application, on a form to be adopted by the board of assessors, with the supporting documentation of their income and assets as described in the application. The application shall be filed each year for which the applicant seeks the exemption.

SECTION 5. For the purposes of this act, "parcel" shall be a unit of real property as defined by the assessors in accordance with the deed for the property and shall include a condominium unit.

SECTION 6. Acceptance of this act by the town of Acton shall automatically expire after 3 years unless reaffirmed by the affirmative vote of a majority of the voters at a town meeting. Once reaffirmed, it shall take an affirmative vote by two-thirds of the voters at a regular or special election at which the question of revocation has been placed on the ballot by a two-thirds vote of then sitting members of the board of selectmen for this act to be revoked.

SECTION 7. The selectmen and/or the board of assessors may make technical and procedural changes, if they decide such changes will: (1) make the administration of the act more efficient, (2) make it easier to comply with the regulations of the Massachusetts Department of Revenue, or (3) for any other good reason. Such changes shall not require further approval by the legislature.

, or take any other action relative thereto.

MOTION: Mr. Gowing moves that the Town authorize the Board of Selectmen to petition the General Court for a Home Rule Act in substantially the form set forth in the Article.

Motion carries unanimously

**ARTICLE 27 ACCEPT LEGISLATION –
SENIORS ELIGIBLE FOR
STATE CIRCUIT BREAKER
TAX CREDIT**

(Majority Vote)

To see if the Town will vote to accept the provisions of Massachusetts General Law chapter 59, section 5, clause 57 to be effective beginning in fiscal year 2012 (July 1, 2011 – June 30, 2012), or take any other action relative thereto.

MOTION: Mr Gowing Moves to take no action on this article.

Motion carries unanimously

**ARTICLE 28 MODIFY VETERANS TAX
EXEMPTION**

(Majority Vote)

To see if the Town will vote to accept the provisions of the final paragraph of Massachusetts General Law, chapter 59, section 5, clause twenty-second, providing that, "Notwithstanding the provisions of this section, in any city or town which accepts the provisions of this paragraph, said exemptions available under clauses twenty-second, twenty-second A, twenty-second B, twenty-second C, twenty-second D and twenty-second E may be granted to otherwise eligible persons who have resided in the commonwealth for one year prior to the date of filing for exemptions under the applicable clause."

, or take any other action relative thereto.

MOTION: Mr. Gowing moves that the Town accept the final paragraph of General Laws Chapter 59, Section 5, Clause 22 effective as of July 1, 2011, relative to the residency requirement for certain tax exemptions.

Motion carries unanimously

**ARTICLE 29 PRESERVATION, REHA-
BILITATION AND REUSE OF
HISTORIC TOWNE SCHOOL
PROPERTY AFFORDABLE
HOUSING RESTRICTION**

(Two-thirds vote)

To see if the Town will authorize the Board of Selectmen to grant a perpetual affordable housing restriction as that term is defined in G.L. c. 184, § 31 and as that term is used in G.L. c.184, § 26, 31, 32 and 33, and which has the benefit of Section 32 of said Chapter 184, to and for the benefit of the Department of Housing and Community Development or its designee, to enable the preservation, rehabilitation and reuse of the historic Acton High School (Towne School) property located at the intersection of Massachusetts Avenue and Charter Road in Acton which is subject to a Lease dated as of December 18, 2006, as amended, between the Town and Common Ground Development Corporation or its permitted successors and assigns for low and moderate income housing, upon such terms and conditions as the Board of Selectmen may determine, or take any other action relative thereto.

MOTION: Mrs. Rosenzweig Morton moves that the Town take no action.

Motion carries unanimously

**ARTICLE 30 COMMUNITY SHUTTLE – THIRD
YEAR GRANT MATCH**

(Majority vote)

To see if the Town will raise and appropriate, transfer and/or appropriate from available funds, a sum of money to be expended by the Town Manager for the continuation of a town shuttle and dial a ride program, or take any other action relative thereto.

MOTION: Mrs. Rosenzweig Morton moves that the Town transfer from Free Cash and appropriate \$75,000 to be expended by the Town Manager for the implementation or continuation of the town shuttle, dial-a-ride or other transportation-related programs, including state and federal grant fund matching and other costs incidental and related thereto.

Motion carries

**ARTICLE 31 AMEND ZONING BYLAW AND
MAP – GROUNDWATER PRO-
TECTION DISTRICT**

(Two-thirds vote)

To see if the Town will vote to amend the zoning bylaw and map as follows:

- A. Delete the 3rd bulleted paragraph in Section 2.2 and replace it with the following new paragraph:
- “Groundwater Protection District Map of the Town of Acton” as last amended and most recently adopted by Town Meeting, consisting of a single sheet designated Map Number 3. See Section 4.3.2 of this Bylaw for a more detailed description of the Groundwater Protection District and the use of this map.
[Note – this paragraph currently reads:
“Groundwater Protection District Map of the Town of Acton” as last amended; Map Number 3A, consisting of a single sheet at a scale of 1" = 1200', and Map Number 3B, consisting of sheets 3B-1 through 3B-18 at a scale of 1" = 200'. See Section 4.3.2 of this Bylaw for a more detailed description of the Groundwater Protection District and the use of these maps.]
- B. Delete Section 4.3.2.2 and replace it with:
- 4.3.2.2 ZONE 2 - The Recharge Protection Area – The area within which GROUNDWATER will move toward a pumping

municipal well at the end of a 180 day period of no surficial recharge and full design capacity pumping of the well (as more fully defined by the Massachusetts Department of Environmental Protection in 310 CMR 22.02), established in the "Groundwater Protection District Map of the Town of Acton, January 1989", as last amended and most recently adopted by Town Meeting. For the Clapp/Whitcomb and the School Street well fields, the Zone 2 delineation was prepared by Goldberg, Zoino and Associates (GZA) in the "Final Report - Aquifer Protection Zones, Town of Acton, Massachusetts, January 1989". For the Conant I and II well fields, the ZONE 2 delineation was prepared by Dufresne-Henry, Inc. for the Acton Water District in the "Report on Conant II Pumping Test", dated January 1993. For the Kennedy/Marshall well fields, the ZONE 2 delineation was prepared by Dufresne-Henry, Inc. for the Acton Water District in the "Report on Kennedy No. 1 and Marshall Wellfields Zone II Delineation", dated October 1996. For the Assabet well fields, the ZONE 2 delineation was prepared by Stantec Consulting for the Acton Water District in the report "Prolonged Pumping Test Assabet Well No. 3", dated May 2008 and revised by Stantec Consulting in a letter report dated January 2009. All Zones 2 have been approved by the Massachusetts Department of Environmental Protection (DEP) as the State approved Zones 2.

[Note – Section 4.3.2.2 currently reads:

ZONE 2 - The Recharge Protection Area – The area within which GROUNDWATER will move toward a pumping municipal well at the end of a 180 day period of no surficial recharge and full design capacity pumping of the well (the Massachusetts Department of Environmental Protection ZONE 2 boundary standard), as established in the "Groundwater Protection District Map of the Town of Acton, January 1989", and amended in 1996. Except for the Conant I and II well fields, the Zone 2 delineation was prepared by Goldberg, Zoino and Associates (GZA) in the "Final Report - Aquifer Protection Zones, Town of Acton, Massachusetts, January 1989".

For the Conant I and II well fields the ZONE 2 delineation was prepared by Dufresne-Henry, Inc. for the Acton Water District in the "Report on Conant II Pumping Test", dated January 1993, and has been approved by the Massachusetts Department of Environmental Protection (DEP) as the State approved Zone 2.]

- C. Adopt a new Groundwater Protection District Map of the Town of Acton, Map Number 3, dated January 2011.

, or take any other action relative thereto.

MOTION: Mr. Clymer moves that the Town adopt the zoning bylaw and map amendments as set forth in the article.

Motion carries unanimously

General Consent Calendar Articles and Motions

32 * Amend Zoning Bylaw – Corrections, Clarifications and Minor Changes

Mr. Clymer moves that the Town adopt the zoning bylaw amendments as set forth in the article.

33 * Amend Town Bylaws – Handicapped Parking

Mr. Gowing moves that the Town adopt the general bylaw amendments as set forth in the Article.

34 * Amend Town Bylaws – Non-Criminal Disposition, Handicapped Parking

Mr. Gowing moves that the Town adopt the general bylaw amendment as set forth in the Article.

35 * Amend Town Bylaws – Council on Aging

Mr. Gowing moves that the Town adopt the general bylaw amendments as set forth in the Article.

36 * Land Acquisition – Robbins Mill

Mr. Gowing moves in the words of the Article.

37 * Accept Streets – Canterbury Hill Road & Blueberry Path

Mr. Gowing moves that the Town accept as public ways the streets listed in the Article, as laid out by the Board of Selectmen, according to the plans on file with the Town Clerk, and authorize the Board of Selectmen to take the fee or easements for drainage, utility, or other purposes where shown on said plans or described in the Order of Layout or in a related Order of Taking.

38 * Abandon Road Easement – Ticonderoga Road

Mr. Gowing moves in the words of the Article.

39 * Accept Sidewalk Easements – High Street

Dr. Harting-Barrat moves that the Town authorize the acquisition of the easements as set forth in the Article.

40 * Accept Sidewalk Easements – Summer Street

Dr. Harting-Barrat moves that the Town authorize the acquisition of the easements as set forth in the Article.

41 * Accept Sidewalk Easements – Martin Street

Dr. Harting-Barrat moves that the Town authorize the acquisition of the easements as set forth in the Article.

42 * Accept Sidewalk Easement – Main Street

Dr. Harting-Barrat moves that the Town authorize the acquisition of the easement as set forth in the Article.

43 * Accept Sidewalk Easement – Arlington Street

Dr. Harting-Barrat moves that the Town authorize the acquisition of the easement as set forth in the Article.

44 * Accept Sidewalk Easement – Spruce Street

Dr. Harting-Barrat moves that the Town authorize the acquisition of the easement as set forth in the Article.

45 * Hear and Accept Reports

Ms. Friedrichs moves that the Town accept the reports of the various Town Officers and Boards as set forth in the 2010 Town Report and that the Moderator calls for any other reports.

46 * Highway Reimbursement Program (Chapter 90)

Ms. Friedrichs moves that the Town Manager is authorized to accept Highway funds from all sources and that such funds are hereby appropriated for highway purposes.

47 * Insurance Proceeds

Ms. Friedrichs moves that the Town Manager is authorized to accept insurance proceeds of any name and nature whatsoever from all sources and such funds are hereby appropriated.

48 * Gifts or Grants

Mrs. Adachi moves that the proceeds of any gifts or grants from any source accepted pursuant to Massachusetts General Law, Chapter 44, Section 53A, and any interest thereon, are hereby appropriated for the stated purposes of the gifts or grants, and may be expended with the approval of the Board of Selectmen or otherwise as stated in Section 53A.

49 * Federal and State Reimbursement Aid

Ms. Friedrichs moves that the Town Manager is authorized to accept federal and state reimbursement funds from all sources and that such funds are hereby appropriated for the purposes outlined by such reimbursement.

50 * Performance Bonds

Ms. Friedrichs moves that the Town appropriate the proceeds of any performance bonds, for the purposes stated in said bonds, available as a result of any default, non-performance or other covered conditions.

51 * Sale of Foreclosed Properties

Ms. Friedrichs moves in the words of the Article.

52 * Elderly Tax Relief – Reauthorize Chapter 73 of the Acts of 1986

Mr. Gowing moves that the Town continue to accept the provisions of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, providing for a 100% increase in certain property tax exemptions.

CONSENT MOTION: Mrs. Rosenzweig Morton moves that the Town take up the twenty-one articles in the Consent Calendar on pages 63 through 81 of the Warrant: Articles 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51 and 52.

Hold Article #33

Remainiing Consent Motion carries unanimously

ARTICLE 32 * AMEND ZONING BYLAW – CORRECTIONS, CLARIFICATIONS AND MINOR CHANGES

(Two-thirds vote)

To see if the Town will vote to amend the Zoning Bylaw as follows:

- A. In Section 7.4.1, insert the words “EXTERIOR or FREESTANDING” before the first appearance of the word “SIGN”.
[Note – Section 7.4.1 currently reads:
7.4.1 Design – In the Village Districts no visible portion or exterior surface of any SIGN shall be made of plastic, other petroleum based products, or sheet metal, except that in the EAV District such materials may be used provided that the visible portions and exterior surfaces of a SIGN have a wooden appearance.]
- B. In Section 8.2.3.1 delete the words “in BUILDING area” in each of its Sub-sections a) and b).
[Note – Section 8.2.3.1 currently reads:

8.2.3.1 In a Residential District a nonconforming USE may not be extended in area, except that,
a) nonconforming Two-FAMILY Dwellings may be extended in BUILDING area by right, and
b) nonconforming Multifamily Dwellings may be extended in BUILDING area by special permit from the Board of Appeals.]

, or take any other action relative thereto.

MOTION: Mr. Clymer moves that the Town adopt the zoning bylaw amendments as set forth in the article.
Motion carries unanimously

ARTICLE 33 * AMEND TOWN BYLAWS – HANDICAPPED PARKING (Majority Vote)

To see if the Town will vote to amend Chapter L of the General Bylaws of the Town entitled “Handicapped Parking Bylaw” to read as follows:

L1

No vehicle, except a vehicle bearing the license plates authorized by General Laws c. 90, s. 2, or bearing an Acton temporary handicapped permit, shall be parked, left standing, or left unattended within a parking space designated as reserved for vehicles owned and operated by disabled or handicapped persons; and no vehicle shall obstruct a curb ramp designated for use by disabled or handicapped persons.

L2

The penalty for violation of this bylaw shall be established by order or regulations of the Board of Selectmen acting pursuant to this Bylaw and shall, per violation, be not less than \$100.00 and not more than the maximum penalty for such a violation as is authorized by State law as now in force or hereafter amended. In addition, any vehicle parked in violation of this bylaw shall be subject to removal in accordance with General Laws c. 40, s. 22D.

, or take any other action relative thereto.

MOTION: Mr. Gowing moves that the Town adopt the general bylaw amendments as set forth in the Article.

Held from consent.

Motion to amend: Mr Gowing Moves to amend to add the words “or Placards” after “License Plates” and to add the words “or other jurisdictions” after “c. 90, s. 2,” in section L1 of the bylaw.

Amendment carries unanimously

Amended motion carries unanimously

**ARTICLE 34 * AMEND TOWN BYLAWS – NON-CRIMINAL DISPOSITION
(Majority Vote) HANDICAPPED PARKING**

To see if the Town will vote to amend Chapter E, Section E45, of the General Bylaws of the Town to add the following provision after the first reference to Chapter I and before the first reference to Chapter M:

Chapter L - Handicapped Parking Bylaw - enforcing person - Regular Police Officer - Penalty per violation as established from time-to-time by order or regulations of the Board of Selectmen adopted pursuant to Acton General Bylaw Chapter L, Section L2.

, or take any other action relative thereto.

MOTION: Mr. Gowing moves that the Town adopt the general bylaw amendment as set forth in the Article.

Motion carries unanimously

**ARTICLE 35 * AMEND TOWN BYLAWS
(Majority Vote) – COUNCIL ON AGING**

To see if the Town will vote to amend Section B21 of the General Bylaws of the Town entitled "Council on Aging" so that as amended it reads as follows:

There shall be a Council on Aging for the purpose of coordinating or carrying out programs designed to meet the problems of the aging in coordination with programs of the Department of Elder Affairs established under General Laws, Chapter 19A, Section 1, et seq., or any successor or related department or legislation affecting the affairs of the elderly. Without limitation, the mission of the Council on Aging is to help mobilize human, physical, and financial resources available to plan, develop, and implement innovative programs to insure the dignity and independence of elderly persons, including the planning, development, and implementation of home care programs for the elderly in the Town, and to advocate for elderly persons in an effort to maximize their independence and quality of life through the implementation of services to meet their health, economic, social, and cultural needs. Subject to the approval of the Board of Selectmen, the Council on Aging may promulgate administrative procedures governing its affairs.

, or take any other action relative thereto.

MOTION: Mr. Gowing moves that the Town adopt the general bylaw amendments as set forth in the Article.

Motion carries unanimously

**ARTICLE 36 * LAND ACQUISITION – ROB-BINS MILL
(Two-thirds vote)**

To see if the Town will authorize the Board of Selectmen to acquire by purchase, gift, eminent domain or otherwise and to accept a deed or deeds of fee simple interests, on such terms and conditions as the Selectmen may determine, the following parcels of the land for the following stated purposes located within the Robbins Mill Estates Subdivision in North Acton:

| Acton Town Atlas | | | |
|---|--------|---|-------------------|
| Map | Parcel | Robbins Mill Sub-division Common Land Parcel ID# ¹ | Land Area (acres) |
| C-6 | 14-14 | 3 | +/-0.3104 |
| Designated Open Space Uses Active and passive recreation; access to adjacent Town-owned land | | | |
| C-6 | 11 | 4 | +/-0.3000 |
| Designated Open Space Uses Active and passive recreation; access to adjacent Town-owned land | | | |
| C-5 | 115 | 7 | +/-19.7323 |
| Designated Open Space Uses Conservation; passive recreation | | | |
| D-6 | 1 | 9 | +/-3.2459 |
| Designated Open Space Uses Active and passive recreation | | | |
| D-6 | 2 | 10 | +/-95.2640 |
| Designated Open Space Uses Conservation; passive recreation | | | |

¹ As shown on Definitive Subdivision Plan entitled "Robbins Mill Estates, A Planned Conservation Residential Community, Acton, Massachusetts" last revised October 26, 2004; recorded in the Middlesex South Registry of Deeds as Plan No.1310 of 2004 (14 pages).

, or take any other action relative thereto.

MOTION: Mr. Gowing moves in the words of the Article.

Motion carries unanimously

**ARTICLE 37 * ACCEPT STREETS – CANTERBURY HILL ROAD & BLUE-BERRY PATH
(Two-thirds vote)**

To see if the Town will accept as public ways the following streets, or any portion thereof, as laid out by the Board of Selectmen according to plans on file with the Town Clerk, and authorize the Board of Selectmen to take

or accept the fee or easement in said streets by eminent domain or otherwise, including easements for drainage, utility, sidewalk or other purposes as shown on said plans, described in the Order of Layouts or described in a related Order of Taking;

In the ROBBINS MILL ESTATES SUBDIVISION:

CANTERBURY HILL ROAD - a loop road from the easterly sideline of Carlisle Road a distance of 6,538 feet, more or less, in a southerly, northeasterly, northerly and northwesterly direction, to the easterly sideline of Canterbury Hill Road, this being the entire road.

BLUEBERRY PATH - from the previous limit of acceptance at the southerly end of Blueberry Path a distance of 1,461 feet, more or less, in a generally southerly direction to the northerly sideline of Canterbury Hill Road, this being the entire road.

, or take any other action relative thereto.

MOTION: Mr. Gowing moves that the Town accept as public ways the streets listed in the Article, as laid out by the Board of Selectmen, according to the plans on file with the Town Clerk, and authorize the Board of Selectmen to take the fee or easements for drainage, utility, or other purposes where shown on said plans or described in the Order of Layout or in a related Order of Taking.

Motion carries unanimously

**ARTICLE 38 * ABANDON ROAD EASEMENT
- TICONDEROGA ROAD
(Two-thirds vote)**

To see if the Town will vote to authorize the Board of Selectmen to abandon and terminate the Town's right, title and interest in an existing easement for a road extension, on such terms and conditions as the Selectmen may determine, as shown on a plan entitled "Plan of Land in West Acton Mass., Owned by: Flagg Hill Estates Inc. (Section III), Scale: 1 inch = 40 feet, dated March 17, 1961" prepared by Everett M. Brooks Co. and recorded at the Middlesex South District Registry of Deeds as Plan 984 of 1961 in Book 9845, Page 515;

or take any other action relative thereto.

MOTION: Mr. Gowing moves in the words of the Article.

Motion carries unanimously

ARTICLE 39 * ACCEPT SIDEWALK EASEMENTS - HIGH STREET

(Two-thirds vote)

To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, eminent domain or otherwise and to accept deeds of easement interests for sidewalks along the frontage on High Street for all purposes which streets, sidewalks and ways are now or hereafter used in the Town, on such terms and conditions as the Selectmen may determine and in a final location or locations as the Selectmen may determine, on, across, over, and/or under the following land:

High Street (from Audubon Hill to Parker Street):

1. Land n/f of Kinny and Jenifer Chau Wong of 82 High Street (Town Atlas Map H-3B Parcel 50-1),
2. Land n/f of Robert J and Gina Flaherty of 88 High Street (Town Atlas Map H-3B Parcel 50-2),
3. Land n/f of Daniel W Stanford and Mary Bassett-Stanford of 92 High Street (Town Atlas Map H-3B Parcel 50-5),
4. Land n/f of Matthew L Simpson and Michelle H Jacob of 96 High Street (Town Atlas Map H-3B Parcel 50-3),
5. Land n/f of J. Scott Gately of 100 High Street (Town Atlas Map H-3B Parcel 50-4),
6. Land n/f of Melvin S and Wai Ling Lee of 104 High Street (Town Atlas Map I-3 Parcel 14),
7. Land n/f of Darren and Melissa Spangler of 106 High Street (Town Atlas Map I-3 Parcel 15),
8. Land n/f of Jean K Roberts of 112 High Street (Town Atlas Map I-3 Parcel 16),
9. Land n/f of Michael W and Patricia M Estabrook of 4 Valley Road (Town Atlas Map I-3 Parcel 33),
10. Land n/f of Stephen Rodenhiser and Jennifer Couture of 124 High Street (Town Atlas Map I-3 Parcel 44),
11. Land n/f of Randall G and Juliet D Alexander of 128 High Street (Town Atlas Map I-3 Parcel 53),
12. Land n/f of Antoine R and Debra J Elkhoury of 132 High Street (Town Atlas Map I-3 Parcel 62),
13. Land n/f of Tak M Wong and Cindy Chan of 140 High Street (Town Atlas Map I-3 Parcel 72),
14. Land n/f of William J Sheehan and Nancy Jo Cardillo of 148 High Street (Town Atlas Map I-3 Parcel 73 & 73-1),
15. Land n/f of the 156 High Street Real Estate Trust (Town Atlas Map I-3 Parcel 84),

16. Land n/f of Wesley J and Stacy H Dobbs of 164 High Street (Town Atlas Map I-3 Parcel 85 & 85-1),
17. Land n/f of Michael E Mosca and Loretta A Chiasson of 172 High Street (Town Atlas Map I-3 Parcel 95),
18. Land n/f of M. Daniel and Marilou Sazon Potter of 176 High Street (Town Atlas Map I-3 Parcel 101),
19. Land n/f of James C Seward and Deborah K Eagle of 180 High Street (Town Atlas Map I-3 Parcel 101-1),
20. Land n/f of James Jermantowicz and Elaine Jermantowicz of 186 High Street (Town Atlas Map I-3 Parcel 101-2),
21. Land n/f of Richard P and Edytha H Francis of 190 High Street (Town Atlas Map I-3 Parcel 101-3),
22. Land n/f of the Robert B Whittlesey Trust and the Louise A Whittlesey Trust of 194 High Street (Town Atlas Map I-3 Parcel 101-4),
23. Land n/f of Peter A and Lori M Megdal of 198 High Street (Town Atlas Map I-3 Parcel 101-5),
24. Land n/f of Jeremy J and Ilham M Edmunds of 202 High Street (Town Atlas Map I-3 Parcel 101-6),
25. Land n/f of Thomas E and Sarah E Lent of 204 High Street (Town Atlas Map I-3 Parcel 101-7),
26. Land n/f of Chang Hyun Kim and In Sook Jeon of 206 High Street (Town Atlas Map I-3 Parcel 101-8),
27. Land n/f of Robert C Schoen and Abigail Levy of 185 Parker St (Town Atlas Map I-3 Parcel 124),

and further see if the Town will raise, appropriate, transfer from available funds or accept gifts for this purpose, or take any other action relative thereto.

MOTION: Dr. Harting-Barrat moves that the Town authorize the acquisition of the easements as set forth in the Article.

Motion carries unanimously

**ARTICLE 40 * ACCEPT SIDEWALK EASEMENTS – SUMMER STREET
(Two-thirds vote)**

To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, eminent domain or otherwise and to accept deeds of easement interests for sidewalks along the frontage on Summer Street for all purposes which streets, sidewalks and ways are now or hereafter used in the Town, on such terms and conditions

as the Selectmen may determine and in a final location or locations as the Selectmen may determine, on, across, over, and/or under the following land:

Summer Street (from Central Street to Willow Street)

1. Land n/f of Bruce P and Susan L Metzger of 8 Summer Street (Town Atlas Map F-2B Parcel 113),
2. Land n/f of Paul B and Joy C Madden Jr of 12 Summer Street (Town Atlas Map F-2B Parcel 106),
3. Land n/f of David A Wallace of 20 Summer Street (Town Atlas Map F-2B Parcel 104-1),
4. Land n/f of Stan Clement Catherine De Schep- per and Carol Marguerite Marie Buysse of 24 Summer Street (Town Atlas Map F-2B Parcel 104-2),
5. Land n/f of Jack Russella Pollard of 60 Willow Street (Town Atlas Map F-2B Parcel 104),

Summer Street (at Ethan Allen Drive):

6. Land n/f of William and Shelley Kaye Northup of 148 Summer St (Town Atlas Map F-1 Parcel 68),
7. Land n/f of Pradeep and Sunita P Shukla of 2 Ethan Allen Drive (Town Atlas Map F-1 Parcel 67),
8. Land n/f of Susila Kasturirangan and Kasthuri Gopalaratnam of 1 Ethan Allen Drive (Town Atlas Map F-1 Parcel 63),
9. Land n/f of David and Elise M Erikson of 154 Summer St (Town Atlas Map F-1 Parcel 58),

and further see if the Town will raise, appropriate, transfer from available funds or accept gifts for this purpose, or take any other action relative thereto.

MOTION: Dr. Harting-Barrat moves that the Town authorize the acquisition of the easements as set forth in the Article.

Motion carries unanimously

**ARTICLE 41 * ACCEPT SIDEWALK EASEMENTS – MARTIN STREET
(Two-thirds vote)**

To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, eminent domain or otherwise and to accept deeds of easement interests for sidewalks along the frontage on Martin Street for all purposes which streets, sidewalks and ways are now or hereafter used in the Town, on such terms and conditions

as the Selectmen may determine and in a final location or locations as the Selectmen may determine, on, across, over, and/or under the following land:

Martin Street (from the Railroad Tracks to Central Street):

1. Land n/f of Donna M. Kutasz of 46 Central St (Town Atlas Map G-2A Parcel 65),
2. Land n/f of Robert E and Margery R Condon of 2 Martin St (Town Atlas Map G-2A Parcel 64),
3. Land n/f of Stuart A Treat of 10 Martin St (Town Atlas Map G-2A Parcel 71 & 72),
4. Land n/f of Kristin Cooper of 14 Martin St (Town Atlas Map H-2A Parcel 2),

and further see if the Town will raise, appropriate, transfer from available funds or accept gifts for this purpose, or take any other action relative thereto.

MOTION: Dr. Harting-Barrat moves that the Town authorize the acquisition of the easements as set forth in the Article.

Motion carries unanimously

ARTICLE 42 * ACCEPT SIDEWALK EASEMENT – MAIN STREET
(Two-thirds vote)

To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, eminent domain or otherwise and to accept deeds of easement interests for sidewalks along the frontage on Main Street for all purposes which streets, sidewalks and ways are now or hereafter used in the Town, on such terms and conditions as the Selectmen may determine and in a final location or locations as the Selectmen may determine, on, across, over, and/or under the following land:

Main Street (at Beverly Road):

1. Land n/f of the Sundberg II Realty Trust of 253 Main Street (Town Atlas Map F-3 Parcel 121-1),

and further see if the Town will raise, appropriate, transfer from available funds or accept gifts for this purpose, or take any other action relative thereto.

MOTION: Dr. Harting-Barrat moves that the Town authorize the acquisition of the easement as set forth in the Article.

Motion carries unanimously

ARTICLE 43 * ACCEPT SIDEWALK EASEMENT – ARLINGTON STREET
(Two-thirds vote)

To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, eminent domain or otherwise and to accept deeds of easement interests for sidewalks along the frontage on Arlington Street and Spruce Street for all purposes which streets, sidewalks and ways are now or hereafter used in the Town, on such terms and conditions as the Selectmen may determine and in a final location or locations as the Selectmen may determine, on, across, over, and/or under the following land:

Arlington Street (at Spruce Street):

1. Land n/f of West Acton Trio, LLC of 232 Arlington Street (Town Atlas Map F-2A Parcels 70,71 & 83),

and further see if the Town will raise, appropriate, transfer from available funds or accept gifts for this purpose, or take any other action relative thereto.

MOTION: Dr. Harting-Barrat moves that the Town authorize the acquisition of the easement as set forth in the Article.

Motion carries unanimously

ARTICLE 44 * ACCEPT SIDEWALK EASEMENT – SPRUCE STREET
(Two-thirds vote)

To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, eminent domain or otherwise and to accept deeds of easement interests for sidewalks along the frontage on Spruce Street at Arlington Street for all purposes which streets, sidewalks and ways are now or hereafter used in the Town, on such terms and conditions as the Selectmen may determine and in a final location or locations as the Selectmen may determine, on, across, over, and/or under the following land:

Spruce Street (at Massachusetts Ave):

1. Land n/f of 525 Mass Ave LLC, 537 Mass Ave LLC and 541 Mass Ave LLC of 525-541 Massachusetts Avenue (Town Atlas Map F-2A Parcels 103,104,105,112,113 & 114),

and further see if the Town will raise, appropriate, transfer from available funds or accept gifts for this purpose, or take any other action relative thereto.

MOTION: Dr. Harting-Barrat moves that the Town authorize the acquisition of the easement as set forth in the Article.

Motion carries unanimously

ARTICLE 45 * HEAR AND ACCEPT REPORTS
(Majority vote)

To see if the Town will accept reports and hear and act upon the report of any committee chosen at any previous Town Meeting that has not already reported, or take any other action relative thereto.

MOTION: Ms. Friedrichs moves that the Town accept the reports of the various Town Officers and Boards as set forth in the 2010 Town Report and that the Moderator calls for any other reports.

Motion carries unanimously

ARTICLE 46 * HIGHWAY REIMBURSEMENT PROGRAM (CHAPTER 90)
(Majority vote)

To see if the Town will vote to raise and appropriate, or appropriate from available funds, a sum of money for highway improvements under the authority of Massachusetts General Law, Chapter 90, and any other applicable laws, or take any other action relative thereto.

MOTION: Ms. Friedrichs moves that the Town Manager is authorized to accept Highway funds from all sources and that such funds are hereby appropriated for highway purposes.

Motion carries unanimously

ARTICLE 47 * INSURANCE PROCEEDS
(Majority vote)

To see if the Town will vote to appropriate the proceeds of any insurance policy reimbursements of costs incurred as a result of any covered loss, including without limitation any liability insurance, property insurance, casualty insurance, workers' compensation insurance, health insurance, disability insurance, automobile insurance, police and fire injury and medical costs, and any other insurance of any name and nature whatsoever, or take any other action relative thereto.

MOTION: Ms. Friedrichs moves that the Town Manager is authorized to accept insurance proceeds of any name and nature whatsoever from all sources and such funds are hereby appropriated.

Motion carries unanimously

ARTICLE 48 * GIFTS OR GRANTS
(Majority vote)

To see if the Town will vote to appropriate the proceeds of any gifts or grants accepted pursuant to Massachusetts General Law, Chapter 44, Section 53A, and any interest thereon, and that, consistent with the requirements of Massachusetts General Law, Chapter 40, Section 4A, the Board of Selectmen or Town Manager are authorized to enter into an agreement or agreements on behalf of the Town, on such terms and conditions as the Board of Selectmen or the Town Manager may determine, for the stated purposes of the gifts or grants, or take any other action relative thereto.

MOTION: Mrs. Adachi moves that the proceeds of any gifts or grants from any source accepted pursuant to Massachusetts General Law, Chapter 44, Section 53A, and any interest thereon, are hereby appropriated for the stated purposes of the gifts or grants, and may be expended with the approval of the Board of Selectmen or otherwise as stated in Section 53A.

Motion carries unanimously

ARTICLE 49 * FEDERAL AND STATE REIMBURSEMENT AID
(Majority vote)

To see if the Town will vote to appropriate any Federal Government and State Government reimbursement for costs incurred as a result of any declared emergencies or other occurrence, and that, consistent with the requirements of Massachusetts General Law, Chapter 40, Section 4A, the Board of Selectmen or Town Manager are authorized to enter into an agreement or agreements on behalf of the Town, on such terms and conditions as the Board of Selectmen or the Town Manager may determine, or take any other action relative thereto.

MOTION: Ms. Friedrichs moves that the Town Manager is authorized to accept federal and state reimbursement funds from all sources and that such funds are hereby appropriated for the purposes outlined by such reimbursement.

Motion carries unanimously

ARTICLE 50 * PERFORMANCE BONDS
(Majority vote)

To see if the Town will vote to appropriate the proceeds of any performance bonds for the purposes stated in said bonds available as a result of any default, non-per-

formance or other covered conditions, or take any other action relative thereto.

MOTION: Ms. Friedrichs moves that the Town appropriate the proceeds of any performance bonds, for the purposes stated in said bonds, available as a result of any default, non-performance or other covered conditions.

Motion carries unanimously

ARTICLE 51 * SALE OF FORECLOSED PROPERTIES

(Majority vote)

To see if the Town will vote to authorize the Board of Selectmen to dispose of foreclosed properties acquired by the Town for nonpayment of taxes in accordance with the provisions of Massachusetts General Laws, or take any other action relative thereto.

MOTION: Ms. Friedrichs moves in the words of the Article.

Motion carries unanimously

ARTICLE 52 * ELDERLY TAX RELIEF REAUTHORIZE CHAPTER 73 OF THE ACTS OF 1986

(Majority vote)

To see if the Town will vote to continue to accept the provisions of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, providing for a 100% increase in certain property tax exemptions, or take any other action relative thereto.

MOTION: Mr. Gowing moves that the Town continue to accept the provisions of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, providing for a 100% increase in certain property tax exemptions.

Motion carries unanimously

Mr. Noone moves to dissolve the 277th Annual Town Meeting of the Town of Acton at 9:41

Tellers for Town Meeting

Jeff Bergart
Dick Calandrella
Ann Chang
Belle Choate
Brewster Conant
Karen Dudziak

Tom Geagan
Connie Huber
Bob Ingram
Herman Kabakoff
Anne Kadlec



Heather Hurley, Nursing Administrator helped prepare the meal for the seniors



Lisa Krause, Town Accountant and Eva Szkaradek, Town Clerk helped prepare the meal for the seniors

TOWN ELECTIONS AND STATISTICS

TOWN OF ACTON ANNUAL TOWN ELECTION MARCH 29, 2011

FINAL

| VOTE COUNT | | PCT 1 | PCT 2 | PCT 3 | PCT 4 | PCT 5 | PCT 6 | TOTAL | % |
|--|----------|-------|-------|-------|-------|-------|-------|-------|------|
| MACHINE | 9:00 AM | 51 | 53 | 101 | 83 | 68 | 34 | 390 | 3% |
| | 12:00 PM | 86 | 153 | 198 | 159 | 119 | 135 | 850 | 6% |
| | 3:00 PM | 124 | 238 | 320 | 231 | 189 | 216 | 1318 | 10% |
| | 6:00 PM | 188 | 350 | 466 | 369 | 291 | 328 | 1992 | 14% |
| MACHINE TOTAL - FINAL | | 237 | 440 | 607 | 489 | 370 | 405 | 2548 | 18% |
| HAND COUNT | | 2 | 2 | 0 | 0 | 0 | 2 | 6 | |
| PROVISIONAL VOTERS | | 0 | 0 | 0 | 0 | 0 | 1 | 1 | |
| TOTAL VOTED | | 239 | 442 | 607 | 489 | 370 | 408 | 2555 | 19% |
| TOTAL # REGISTERED VOTERS--- | | 2509 | 2232 | 2448 | 2218 | 2220 | 2149 | 13776 | |
| <u>MODERATOR</u> | | | | | | | | | |
| BLANKS | | 42 | 86 | 114 | 89 | 52 | 62 | 445 | 17% |
| DONALD MACKENZIE | | 194 | 350 | 476 | 396 | 317 | 341 | 2074 | 81% |
| PETER ASHTON | | 0 | 4 | 4 | 0 | 0 | 2 | 10 | 0% |
| WALTER FOSTER | | 0 | 0 | 4 | 0 | 0 | 1 | 5 | 0% |
| SCATTERED | | 3 | 2 | 9 | 4 | 1 | 2 | 21 | 1% |
| TOTAL | | 239 | 442 | 607 | 489 | 370 | 408 | 2555 | 100% |
| <u>SELECTMEN</u> | | | | | | | | | |
| BLANKS | | 50 | 85 | 140 | 97 | 78 | 75 | 525 | 10% |
| TERRA FRIEDRICHS | | 93 | 165 | 241 | 195 | 151 | 168 | 1013 | 20% |
| DAVID A. CLOUGH | | 170 | 338 | 425 | 335 | 255 | 292 | 1815 | 36% |
| JOHN A. SONNER | | 160 | 296 | 405 | 346 | 254 | 276 | 1737 | 34% |
| SCATTERED | | 5 | 0 | 3 | 5 | 2 | 5 | 20 | 0% |
| TOTAL | | 478 | 884 | 1214 | 978 | 740 | 816 | 5110 | 100% |
| <u>SCHOOL COMMITTEE 3 YRS</u> | | | | | | | | | |
| BLANKS | | 117 | 168 | 319 | 251 | 184 | 176 | 1215 | 24% |
| DENNIS P. BRUCE | | 113 | 190 | 284 | 234 | 174 | 168 | 1163 | 23% |
| KIMBERLY B. McOSKER | | 140 | 271 | 350 | 315 | 215 | 276 | 1567 | 31% |
| PAUL A. MURPHY | | 108 | 255 | 261 | 178 | 167 | 196 | 1165 | 23% |
| SCATTERED | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| TOTAL | | 478 | 884 | 1214 | 978 | 740 | 816 | 5110 | 100% |
| <u>SCHOOL COMMITTEE 1 YR</u> | | | | | | | | | |
| BLANKS | | 58 | 111 | 192 | 134 | 89 | 102 | 686 | 27% |
| JOHN S. PETERSEN | | 174 | 316 | 397 | 352 | 277 | 296 | 1812 | 71% |
| AMY HEDISON | | 5 | 10 | 12 | 2 | 3 | 5 | 37 | 1% |
| SCATTERED | | 2 | 5 | 6 | 1 | 1 | 5 | 20 | 1% |
| TOTAL | | 239 | 442 | 607 | 489 | 370 | 408 | 2555 | 100% |
| <u>TRUSTEE, MEMORIAL LIBRARY 3YRS</u> | | | | | | | | | |
| BLANKS | | 61 | 123 | 184 | 137 | 95 | 98 | 698 | 27% |
| IAN HIRST | | 176 | 318 | 421 | 351 | 275 | 308 | 1849 | 72% |
| SCATTERED | | 2 | 1 | 2 | 1 | 0 | 2 | 8 | 0% |
| TOTAL | | 239 | 442 | 607 | 489 | 370 | 408 | 2555 | 100% |

**TOWN OF ACTON
ANNUAL TOWN ELECTION
MARCH 29, 2011**

FINAL

| | | | | | | | | |
|--|--------------|--------------|--------------|-------------|-------------|-------------|--------------|-------------|
| <u>ACTON HOUSING AUTHORITY</u> | | | | | | | | |
| BLANKS | 140 | 283 | 408 | 305 | 228 | 248 | 1612 | 32% |
| BERNICE BARAN | 171 | 294 | 401 | 335 | 257 | 279 | 1737 | 34% |
| KENNETH SGHIA-HUGHES | 162 | 305 | 402 | 333 | 254 | 283 | 1739 | 34% |
| ANN SUSSMAN | 1 | 0 | 1 | 3 | 0 | 2 | 7 | 0% |
| SCATTERED | 4 | 2 | 2 | 2 | 1 | 4 | 15 | 0% |
| TOTAL | 478 | 884 | 1214 | 978 | 740 | 816 | 5110 | 100% |
| | | | | | | | | |
| WATER SUPPLY DISTRICT | PCT 1 | PCT 2 | PCT 3 | PCT4 | PCT5 | PCT6 | TOTAL | % |
| <u>WATER DISTRICT COMMISSIONER</u> | | | | | | | | |
| BLANKS | 56 | 114 | 171 | 124 | 90 | 86 | 641 | 25% |
| STEPHEN C. STUNTZ | 180 | 328 | 431 | 361 | 278 | 316 | 1894 | 74% |
| SCATTERED | 3 | 0 | 5 | 4 | 2 | 6 | 20 | 1% |
| TOTAL | 239 | 442 | 607 | 489 | 370 | 408 | 2555 | 100% |
| | | | | | | | | |
| <u>WATER DISTRICT CLERK</u> | | | | | | | | |
| BLANKS | 52 | 114 | 160 | 118 | 82 | 84 | 610 | 24% |
| CHARLES E. ORCUTT, III | 184 | 328 | 446 | 369 | 285 | 317 | 1929 | 75% |
| SCATTERED | 3 | 0 | 1 | 2 | 3 | 7 | 16 | 1% |
| TOTAL | 239 | 442 | 607 | 489 | 370 | 408 | 2555 | 100% |
| | | | | | | | | |
| <u>QUESTION ONE: Charter Amendment - Term of Council on Aging</u> | | | | | | | | |
| BLANKS | 45 | 43 | 124 | 102 | 85 | 64 | 463 | 18% |
| YES | 175 | 368 | 432 | 351 | 253 | 305 | 1884 | 74% |
| NO | 19 | 31 | 51 | 36 | 32 | 39 | 208 | 8% |
| TOTAL | 239 | 442 | 607 | 489 | 370 | 408 | 2555 | 100% |
| | | | | | | | | |
| | | | | | | | | |

OTHER INFORMATION

REGISTERED VOTER STATISTICS

| | |
|------------------|-------|
| Democrats | 3880 |
| Republicans | 1586 |
| Unenrolled | 8293 |
| Others | 53 |
| Total Registered | 13812 |

| | |
|--------------|------|
| Unregistered | 8107 |
|--------------|------|

| | |
|------------|--------|
| POPULATION | 21,919 |
|------------|--------|

DOG STATISTICS

| | |
|-----------------|------|
| Dog Licenses | 1869 |
| Kennel Licenses | 9 |

VITAL STATISTICS

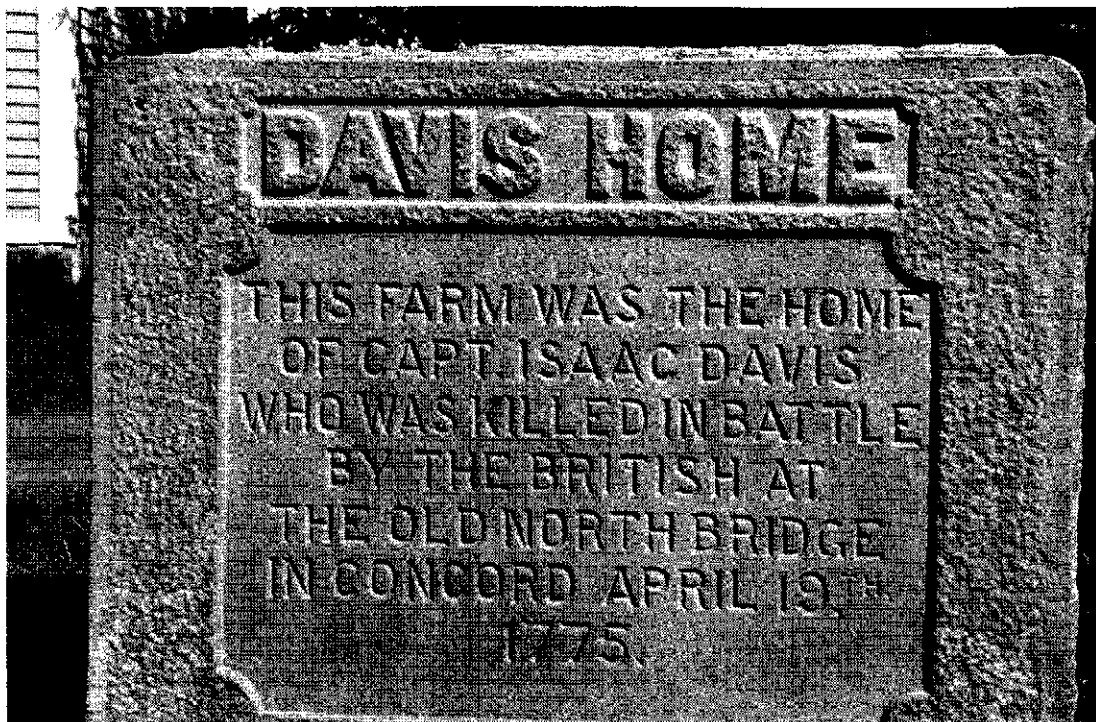
| | |
|--------------------|-----|
| BIRTHS RECORDED | 158 |
| DEATH RECORDED | 141 |
| MARRIAGES RECORDED | 73 |

DEATH

| NAME | DOD | AGE |
|-------------------------|----------|-----|
| PHELAN, FRANCIS J. | 01/01/11 | 77 |
| KRAUS, MARY C. | 01/01/11 | 51 |
| STACEY, CATHERINE | 01/03/11 | 93 |
| HOWATT, GAIL E. | 01/06/11 | 60 |
| COLE, AUGUSTA D. | 01/07/11 | 90 |
| WETHERBEE, FLORENCE | 01/08/11 | 87 |
| FARRA, DICRAN G. | 01/08/11 | 88 |
| LANGILLE, KRISTEN A. | 01/14/11 | 41 |
| ROBERTS, ETTY J. | 01/15/11 | 92 |
| BASBAS, AUDREY A. | 01/17/11 | 84 |
| MUDGETT, VIDA E. | 01/20/11 | 101 |
| KEMMITT, ROGER T. | 01/20/11 | 86 |
| XING, FUYU | 01/22/11 | 41 |
| HILL, MILDRED B. | 01/23/11 | 86 |
| SIMONE, ROBERT T. | 01/27/11 | 69 |
| KOSENKO, MARIA | 01/30/11 | 87 |
| CROMBIE, LAURETTA E. | 01/30/11 | 86 |
| ROY, DORIS M. | 01/30/11 | 78 |
| WAXLER, DORIS | 02/02/11 | 77 |
| WOJSZNIS, ANNA E. | 02/03/11 | 92 |
| DIPHILLIPO, FELICE, JR. | 02/07/11 | 71 |
| MACLEOD, JOHN M. | 02/08/11 | 46 |
| MCMAMARA, MARY A. | 02/09/11 | 88 |
| NEAGLE, GEORGE E., JR. | 02/13/11 | 88 |
| BURKE, WILLIAM F. | 02/15/11 | 84 |
| KELLOGG, KIRK R. | 02/16/11 | 77 |
| GENEST, EMILE L. | 02/16/11 | 82 |

| NAME | DOD | AGE |
|----------------------------|----------|-----|
| ZIMMERMAN, MARTHA S.W. | 02/16/11 | 96 |
| ARROM, SILVIA R. | 02/28/11 | 98 |
| THOMAS, MARGARET | 02/28/11 | 94 |
| RUDENAUER, ADA L. | 03/01/11 | 90 |
| SMITH, SHIRLEY M. | 03/07/11 | 81 |
| LANDRY, MARY T. | 03/10/11 | 83 |
| BATES, EDITH | 03/10/11 | 100 |
| BARRY, A. HELEN | 03/11/11 | 91 |
| CODYER, THOMAS F. | 03/13/11 | 91 |
| OWEN, JEAN | 03/18/11 | 89 |
| FRENCH, HENRY C. | 03/19/11 | 99 |
| ULLMANN, ROBERT L. | 03/19/11 | 50 |
| SHUPPERT, ROBERT C. | 03/21/11 | 81 |
| KEOHAN, EDWARD J. | 03/21/11 | 77 |
| POWERS, JOHN J. | 03/27/11 | 93 |
| KOZLOWSKI, JASON E. | 04/03/11 | 41 |
| JOYCE, JOSEPH E., JR. | 04/06/11 | 86 |
| STEIN, HOWARD M. | 04/07/11 | 61 |
| DIPIETRANTONIO, COSTANTINO | 04/15/11 | 90 |
| NAIR, RAJAMMA G. | 04/15/11 | 77 |
| SUNDBERG, ETHEL M. | 04/18/11 | 87 |
| HOWLE, GLORIA M. | 04/26/11 | 86 |
| COOK, JAMES M. | 04/28/11 | 85 |
| FOLSOM, JOHN R. | 04/30/11 | 84 |
| KANE, MARY A. | 05/01/11 | 59 |
| LORING, GERALDINE F. | 05/02/11 | 73 |
| HURLEY, CATHERINE | 05/02/11 | 92 |
| PINTO, JOHN D., JR. | 05/07/11 | 65 |
| DUGGAN, ELIZABETH | 05/13/11 | 96 |
| HAYES, CHRISTOPHER A. | 05/16/11 | 42 |
| HELLAWELL, ELEANOR M. | 05/20/11 | 97 |
| TURNER, GEORGE W. | 05/28/11 | 83 |
| FRAZIER, GLORIA B. | 06/03/11 | 89 |
| SALSGIVER, CAROL H. | 06/04/11 | 78 |
| DIAZ, ANGELA C. | 06/08/11 | 73 |
| GREENWOOD, VICKI | 06/08/11 | 56 |
| HERRMANN, WILSON A. | 06/08/11 | 94 |
| RYALL, MARY E. | 06/16/11 | 89 |
| HACK, SANTINA O. | 06/18/11 | 100 |
| SUAREZ, BLANCA R. | 06/20/11 | 94 |
| HERRMANN, MARGARET A. | 06/23/11 | 85 |
| DONELAN, MARY C. | 06/28/11 | 93 |
| GALLAGHER, GERALD B. | 07/04/11 | 78 |
| PAQUIN, ROBERT L. | 07/06/11 | 71 |
| MCDERMOTT, PATRICK J. | 07/09/11 | 88 |
| DIBARTOLOMEO, MARY G. | 07/09/11 | 88 |
| ANTONELLI, ARTHUR B., SR. | 07/15/11 | 83 |
| EDWARDS, DAWN V. | 07/17/11 | 88 |
| KOTANCHIK, JAMES J. | 07/21/11 | 69 |
| TANCREDI, PHYLLIS | 07/22/11 | 95 |
| O'BRIEN, BERNADETTE C. | 07/23/11 | 87 |
| KREA, CONSTANCE A. | 08/01/11 | 84 |

| NAME | DOD | AGE | NAME | DOD | AGE |
|-------------------------|----------|-----|--------------------------|----------|-----|
| BARNES, WILLIAM P., JR. | 08/08/11 | 85 | OSGOOD, AMY C. | 10/22/11 | 47 |
| KIMBALL, JOHN AC, JR. | 08/09/11 | 74 | SANDRA MCCORMACK | 10/22/11 | 51 |
| NEWELL, CHARLES W. | 08/12/11 | 79 | FLORENCE WHITE | 10/23/11 | 98 |
| HEDLUND, JEANNETTE V. | 08/12/11 | 73 | COREY, LEONARD H. | 10/25/11 | 84 |
| WILSON, JACK A. | 08/13/11 | 80 | KELLEY, FRANCIS J. | 10/26/11 | 71 |
| FLAVIN, EVELYN M. | 08/13/11 | 84 | RIVERO, MICHAEL A. | 10/26/11 | 22 |
| LIAU, YOU MING | 08/15/11 | 95 | BORGMAN, BIRGIT-CHRISTA | 10/26/11 | 66 |
| ROSNER, PAULINE | 08/16/11 | 104 | KENDALL, WILLIAM S., JR. | 10/28/11 | 79 |
| GOLDMAN, SARA T. | 08/16/11 | 97 | LOPEZ, RONALD W. | 10/28/11 | 68 |
| SWENSON, RICHARD E. | 08/18/11 | 72 | WOLK, JACK | 10/28/11 | 89 |
| MADORE, WILMER J. | 08/19/11 | 60 | VISCONTI, LOUISE | 11/01/11 | 90 |
| CLARK, WINIFRED M. | 08/22/11 | 91 | LEVINE, ALISON D. | 11/09/11 | 28 |
| SCARING, ANNA M. | 08/22/11 | 93 | HICKS, WALTER J. | 11/10/11 | 76 |
| PATTERSON, SIGRID A. | 08/30/11 | 83 | HILL, ARTHUR F. | 11/16/11 | 93 |
| SEGOTA, PETER | 09/01/11 | 79 | FRADETTE, EILEEN J. | 11/21/11 | 83 |
| HACK, ROBERT H. | 09/04/11 | 97 | MCCARTHY, PATRICIA M. | 11/21/11 | 86 |
| REUMAN, VIRGINIA | 09/04/11 | 91 | CLARK, DOROTHY M. | 11/23/11 | 93 |
| MULLIN, JANA K. | 09/13/11 | 64 | PHILLIPS, EDWARD A. | 11/27/11 | 69 |
| HERBST, DIANE | 09/13/11 | 57 | MACK, IRENE | 11/30/11 | 98 |
| GIFFORD, LEWIS LB | 09/19/11 | 81 | MCKINNON, JAMES D. | 12/04/11 | 81 |
| LORD, PHILLIP | 09/19/11 | 89 | TOMYL, FLORENCE E. | 12/05/11 | 84 |
| SCHIFFER, CAROL ANN | 09/24/11 | 77 | KENT, BETTY RUTH | 12/05/11 | 87 |
| PHETSOMPHOU, BOUNNHENG | 10/03/11 | 72 | DADARRIA, MICHAEL E. | 12/09/11 | 91 |
| SPRIGGS, KENNETH B. | 10/09/11 | 60 | HOWLETT, ERIC M. | 12/11/11 | 84 |
| IVERSON, DOROTHY E. | 10/09/11 | 91 | WILSON, WILLIE A. | 12/11/11 | 66 |
| ABARE, ROBERT L. | 10/09/11 | 86 | HEIGHES, LENWOOD | 12/13/11 | 89 |
| HARRINGTON, KATHLEEN C. | 10/18/11 | 76 | BROWNSON, ROBERT M. | 12/15/11 | 98 |
| SCHMELZER, HEIDI J. | 10/18/11 | 48 | SCHWARTZ, ANDREW D. | 12/16/11 | 83 |
| KANE, BERNICE A. | 10/18/11 | 69 | SMETHURST, GRACE N. | 12/22/11 | 73 |
| WEST, CHARLES E. | 10/21/11 | 50 | | | |



ACTON INFORMATION

NATIONAL, STATE, AND COUNTY OFFICIALS

ELECTED TOWN OFFICIALS

| POSITION NAME | TERM EXPIRES |
|------------------|-----------------|
|------------------|-----------------|

NATIONAL

| | |
|----------------------------|----------------------|
| President | Barack H. Obama |
| Vice-President | Joseph R. Biden, Jr. |
| Senators in Congress | Scott P. Brown |
| 5th Congressional District | John F. Kerry |
| Representative in Congress | Niki Tsongas |
| 5th Congressional District | |

Moderator - 1 Year term

| | |
|------------------|------|
| Donald MacKenzie | 2012 |
|------------------|------|

Acton Board of Selectmen

| | |
|------------------------------------|------|
| Michael Gowing - Chair | 2012 |
| Pamela A. Harting-Barrat - V Chair | 2013 |
| Janet K. Adachi - clerk | 2013 |
| John A. Sonner | 2014 |
| David A. Clough | 2014 |

STATE

| | |
|--------------------------------|-------------------|
| Governor | Deval Patrick |
| Lieutenant Governor | Timothy Murray |
| Secretary of the Commonwealth | William F. Galvin |
| Attorney General | Martha Coakley |
| Treasurer and Receiver General | Steven Grossman |

Acton-Boxborough Regional School Committee

| | |
|--------------------------------------|------|
| Selectmen Liaison: P. Harting-Barrat | |
| Michael J. Coppolino | 2013 |
| John S. Petersen-Chair | 2012 |
| Xuan Kong | 2013 |
| Kimberly B. McOsker | 2014 |
| Paul A. Murphy | 2014 |
| Dennis P. Bruce | 2012 |
| Bruce Sabot - Box | 2013 |
| Maria Neyland - Box | 2014 |
| Bridgid Bieber - Box | 2012 |

Acton Public Schools Committee

| | |
|--------------------------------------|------|
| Selectmen Liaison: P. Harting-Barrat | |
| Xuan Kong | 2013 |
| Michael J. Coppolino-Chair | 2013 |
| John S. Petersen | 2012 |
| Kimberly B. McOsker | 2014 |
| Paul A. Murphy | 2014 |
| Dennis P. Bruce | 2012 |

Trustees Acton Memorial Library

| | |
|------------------------------|------|
| Selectman Liaison: J. Sonner | |
| Robert J Surdel - President | |
| Ann Chang - Vice President | |
| Robert Ferrara | |
| Thomas F. Dunn | |
| Suzanne M. Shanahan | |
| Dennis Aher | |
| Joseph W. Glannon | 2013 |
| David T. Barrat | 2012 |
| Ian Hirst | 2014 |

MIDDLESEX COUNTY

| | |
|-----------------------------------|----------------------|
| Clerk of Superior Court | Michael A. Sullivan |
| Register of Deeds Middlesex South | Eugene C. Brune |
| Register of Probate | Tara DeCristofaro |
| District Attorney | Gerald T. Leone, Jr. |
| County Sheriff | Peter J. Koutoujian |

Acton Housing Authority

| | |
|--|------|
| Selectman Liaison: P. Harting-Barrat | 2016 |
| Kenneth Sghia-Hughes | 2013 |
| Robert B. Whittlesey - State Appointed | 2015 |
| Dennis Sullivan | 2016 |
| Bernice Baran | 2012 |
| Nancy Kolbe | |

Trustees, Citizen's West Acton Library

| | |
|------------------------------|------|
| Selectmen Liaison: D. Clough | |
| Nancy Lenicheck | 2013 |
| Pamela Cochrane | 2014 |
| Ellen Spero | 2012 |

Trustees, Charlotte Goodnow Fund

| | |
|-----------------|------|
| Cynthia Schimpf | 2012 |
| Harry A. Mink | 2014 |
| Bruce J. Muff | 2014 |

Trustees, Elizabeth White Fund

| | |
|-------------------|------|
| Cornelia O. Huber | 2013 |
| Peter Ashton | 2012 |
| Andrea S. Miller | 2014 |

Trustees, New Fireman's Relief Fund

| | |
|-------------------|------|
| William Klauer | 2012 |
| Robert Vanderhoof | 2013 |
| Bruce Stone | 2014 |

**APPOINTMENTS BY
MODERATOR****Finance Committee**

| | |
|-----------------------|------|
| Bill Mullin - Chair | 2012 |
| Doug Tindal - V Chair | 2014 |
| Mary Ann Ashton | 2012 |
| Maynard G. Brandon | 2013 |
| Paulina Knibbe | 2014 |
| Stephen R. Noone | 2013 |
| Bob Evans | 2012 |
| Patricia Clifford | 2013 |
| Dewitt C. Seward, III | 2014 |

Minuteman Regional Technical HS

| | |
|-----------------|------|
| F. Dore' Hunter | 2012 |
|-----------------|------|

**BOARD OF SELECTMEN
APPOINTMENTS****Acton 2020 Committee**

| | |
|------------------------------|----------|
| Selectman Liaison: J. Sonner | |
| Margaret Woolley Busse | Standing |
| James Snyder-Grant | Standing |
| Celia Kent | Standing |
| Sahana Purohit | Standing |
| Paulina Knibbe | Standing |
| Charles Mercier | Standing |
| Sandeep Verma - Associate | Standing |

Acton Boxborough Cultural Council

| | |
|-----------------------------|----------|
| Selectman Liaison: J Adachi | |
| Gregory Hutchins | 06/30/12 |
| Padamaja Kuchimanchi | 06/30/12 |
| Suman Adishesu | 06/30/12 |
| Anne Krinsky | 06/30/12 |
| Barbara Estabrook | 06/30/14 |
| Mary Spinosa-Wilson | 06/30/12 |
| Ming Wang | 06/30/14 |

Acton Community Housing Corporation

| | |
|-----------------------------|----------|
| Selectman Liaison: J Adachi | |
| Nancy Tavenier | 06/30/14 |
| Robert Van Meter | 06/30/13 |
| Corrina Roman-Kreuze | 06/30/14 |
| Bernice Baran | 06/30/14 |
| Jennifer Patenaude | 06/30/12 |
| Dan Buckley - (Associate) | 06/30/12 |

Acton Leadership Group

| | |
|---|--|
| Pamela Harting-Barrat - BOS | |
| Michael Gowing - BOS | |
| Steve Ledoux (Town Manager) | |
| John Murray (Assistant Town Mgr) | |
| Steve Mills (Schools) | |
| Marie Altieri (Assistant Superintendent) | |
| Ann Chang (Recording Secretary) | |
| Bart Wendell (Facilitator) | |
| F. Dore' Hunter (Minuteman Rep) | |
| Mary Ann Ashton - Chair (Finance Committee) | |
| John S. Petersen | |
| Xuan Kong | |

ARC of Innovation - David Clough**Board of Appeals**

| | |
|-------------------------------|----------|
| Selectman Liaison: J Adachi | |
| Kenneth Kozik | 06/30/14 |
| Marilyn Peterson | 06/30/13 |
| Jon Wagner | 06/30/12 |
| Adam Hoffman- Alternate | 06/30/12 |
| Francis Mastroianni-Alternate | 06/30/12 |
| Richard Fallon - Alternate | 06/30/12 |

Board of Assessors

| | |
|--------------------------------------|----------|
| Selectman Liaison: P. Harting-Barrat | |
| David E. Brown | 06/30/14 |
| Susan C. Miller | 06/30/12 |
| Carol Leipner Srebnick | 06/30/14 |

Board of Health

| | |
|--------------------------------------|----------|
| Selectman Liaison: P. Harting-Barrat | |
| Mark Conoby - Chair | 06/30/13 |
| William McInnis - V Chair | 06/30/13 |
| Joanne Bissetta | 06/30/13 |
| William R. Taylor | 06/30/12 |
| Michael Kreuze | 06/30/12 |

Board of Registrar of Voters

| | |
|----------------------------------|----------|
| Margaret Brandon - Republican | 02/30/12 |
| Katherine F. Arnold - Republican | 02/30/14 |
| Deena Ferrara - Democratic | 02/30/13 |

Cable Advisory Committee

| | |
|------------------------------|----------|
| Selectman Liaison: M. Gowing | |
| Michael W. Geis | 06/30/13 |
| Oleg M. Volinsky | 06/30/13 |
| Chester Ruszczyk | 06/30/13 |
| Terrence Lobo | 06/30/13 |
| John Covert | 06/30/12 |

Caouette-Simeone Conservation Restriction Advisory Committee-3/28/11

| | |
|------------------------------------|----------|
| Selectman Liaison: M. Gowing | |
| Gerry Palano - Agricultural member | Standing |
| Karen O'Neill - Open Space | Standing |
| Amy Green - Cons Com | Standing |
| Jim Chiarelli - Historical Com | Standing |
| Ciara Siska - S. Acton Resident | Standing |
| Tom Kelleher - ARRT | Standing |
| Susan Mitchell-Hardt - Cons Trst | Standing |
| Susan Crane | Standing |

Cemetery Commission

| | |
|------------------------------|----------|
| Selectman Liaison: J. Sonner | |
| Brewster Conant | 06/30/12 |
| William Klauer | 06/30/13 |
| Barbara A. Walsh | 06/30/14 |

Community Preservation Committee

| | |
|--|----------|
| Walter Foster At large - Chair | 06/30/12 |
| Roland Bourdon - (Planning Bd.) - Vice Chair | 06/30/13 |
| Corrina Roman-Kreuzer - at large - Clerk | 06/30/13 |
| Susan Mitchell-Hardt - at Large | 06/30/12 |
| Janet Adachi - (BOS) | 06/30/12 |
| Kenneth Sghia Hughes - (AHA) | 06/30/14 |
| Victoria Beyer - (Historical) | 06/30/14 |
| Betsy Mercier - (Recreation) | 06/30/12 |
| Andrew Magee - Cons Com | 06/30/14 |
| F. Dore' Hunter - Associate | 06/30/12 |
| Peter Ashton - Associate | 06/30/12 |

Commission on Disabilities

| | |
|-----------------------------|----------|
| Selectmen Liaison: J Adachi | |
| Elizabeth Franklin | 06/30/12 |
| John A. Brako | 06/30/12 |
| Brenda Viola | 06/30/12 |
| Joy B. Kohout | 06/30/14 |
| Daniel L. Factor | 06/30/13 |
| Wen Li | 06/30/14 |

Conservation Commission

| | |
|--|----------|
| Selectman Liaison: J. Adachi | |
| Terry Maitland | 06/30/12 |
| Tom Arnold | 06/30/12 |
| William Froberg | 06/30/12 |
| Frances P. Portante | 06/30/13 |
| Andrew Magee | 06/30/14 |
| Amy Green | 06/30/13 |
| James Colman | 06/30/13 |
| James Snyder-Grant - Associate (L S Rep) | 06/30/12 |

Council on Aging

| | |
|--------------------------------|----------|
| Selectman Liaison: M. Gowing | |
| Barbara Tallone - Chair | 06/30/14 |
| Charles D. Aaronson - V Chair | 06/30/14 |
| Stephan Baran | 06/30/13 |
| Barbara K. Willson - Secretary | 06/30/13 |
| Pat Ellis | 06/30/12 |
| Paul Turner | 06/30/12 |
| Sally Thompson | 06/30/12 |
| Jim Papachristos | 06/30/12 |
| Ann Corcoran, Treasurer | 06/30/13 |

Design Review Board

| | |
|------------------------------------|----------|
| Ann Sussman | 06/30/12 |
| Conor Nagle | 06/30/14 |
| Holly Ben-Joseph | 06/30/13 |
| David Honn | 06/30/14 |
| Christopher Dallmus | 06/30/12 |
| Ryan Bettez- 2nd Alt. Planning Rep | 06/30/12 |

Economic Development Committee

| | |
|---|----------|
| Selectman Liaison: D. Clough | |
| Nancy B. Dinkel, Chamber - Chair | 06/30/12 |
| Harry Mink - clerk | 06/30/14 |
| Richard Calandrella | 06/30/14 |
| Jeoff Hall | 06/30/14 |
| Chris Papathanasiou, Chamber-Boxborough | 06/30/13 |
| Derrick J Chin Planning Rep | 06/30/14 |
| Ann Chang - at large | 06/30/14 |
| David Didriksen - at large | 06/30/13 |

Green Advisory Board

| | |
|------------------------------|----------|
| Selectman Liaison: J. Sonner | |
| Christopher Schaffner | 06/30/12 |
| Eric Hudson | 06/30/13 |
| Dennis Loria Co-Chair | 06/30/13 |
| Mary Smith | 06/30/14 |
| David Keene Co-Chair | 06/30/14 |
| Thomas Michelman - Associate | 06/30/12 |
| Bruce Friedman - Alternate | 06/30/12 |
| Manisha Tyagi - Alternate | 06/30/12 |

Health Insurance Trustees

Michael Gowing - BOS
 John Petersen - School Committee
 Robert Evans - Finance committee
 John Murray - Town Treasurer

Historic District Commission

| | |
|------------------------------------|----------|
| Selectman Liaison: M. Gowing | |
| Kathryn A. Acerbo-Bachmann - Chair | 06/30/13 |
| David Honn | 06/30/14 |
| David T. Barrat | 06/30/12 |
| Ronald W. Rose | 06/30/13 |
| Michaela Moran | 06/30/13 |
| Anita Rogers | 06/30/13 |
| Pam Lynn - Alternate | 06/30/14 |

Historical Commission

| | |
|--------------------------------|----------|
| Selectman Liaison: D. Clough | |
| William Klauer - Chair | 06/30/14 |
| Anita Dodson | 06/30/14 |
| Victoria Beyer | 06/30/12 |
| William Dickinson | 06/30/13 |
| Bradford Maxwell - Associate | 06/30/12 |
| James A. Chiarelli - Associate | 06/30/13 |

Land Stewardship Committee

| | |
|-------------------------------|----------|
| Selectman Liaison: J. Adachi | |
| Joan Cirillo | 06/30/13 |
| Philip Keyes | 06/30/14 |
| Peggy Liversidge | 06/30/14 |
| Bettina Abe | 06/30/13 |
| Nan Millett | 06/30/14 |
| Ann Shubert | 06/30/12 |
| Laurence Ullmann | 06/30/12 |
| David Cochrane | 06/30/13 |
| James Snyder-Grant | 06/30/12 |
| Tom Arnold - Assoc | 06/30/12 |
| Robert Guba - Assoc | 06/30/12 |
| Andy Gatesman - Assoc | 06/30/12 |
| Charles Carlson - Assoc | 06/30/12 |
| George Cushman - Assoc | 06/30/12 |
| Joshua Haines - Assoc | 06/30/12 |
| Elizabeth Hickey - Assoc | 06/30/12 |
| Heidi Sikina - Assoc | 06/30/12 |
| Bruce Rachman - Assoc | 06/30/12 |
| Theresa Portante-Lyle - Assoc | 06/30/12 |

Lowell Regional Transit

| | |
|----------------|----------|
| Michael Gowing | |
| David Sharfarz | 06/30/12 |

MAGIC/MAPC

Michael Gowing
 Ray S. Yacouby (1st Alternate Rep for BOS)

MBTA Advisory Board

D. Hunter

Metropolitan Area Planning

Michael Gowing

Minuteman Home Services

| | |
|------------------------------|----------|
| Selectman Liaison: M. Gowing | |
| Charles D. Aaronson | standing |

Morrison Farm Committee

| | |
|---------------------------------|----------|
| Selectman Liaison: M. Gowing | |
| Charles D. Aaronson | Standing |
| William Klauer | Standing |
| William Mullin | Standing |
| Andrew Magee | Standing |
| Paulina Knibbe | Standing |
| Doug Tindal | Standing |
| Dia Chigas | Standing |
| Deb Simes - Associate | Standing |
| Katherine Cunkleman - Associate | Standing |

No Place For Hate

Selectman Liaison: P. Harting-Barrat

Open Space and Recreation Advisory Committee

| | |
|---------------------------------|----------|
| Peter Ashton - Chair | 06/30/14 |
| Karen O'Neill - Clerk | 06/30/14 |
| David Clough - BOS Rep | 0/0/2012 |
| Andrew Magee | 06/30/14 |
| Jeff Clymer (Planning) | 06/30/14 |
| Charles Carlson (Conservation) | 06/30/14 |
| Dick Hatfield | 06/30/14 |
| Matt Mosteller - Water District | 06/30/12 |

Planning Board

| | |
|--------------------------------------|----------|
| Selectman Liaison: P. Harting-Barrat | |
| Ryan Bettez - Chair | 06/30/13 |
| Jeff Clymer - Vice chair | 06/30/14 |
| Ray Yacouby - Clerk | 06/30/14 |
| Roland A. Bourdon III | 06/30/12 |
| Margaret Woolley Busse | 06/30/14 |
| Kimberly Montella | 06/30/15 |
| Derrick J Chin | 06/30/14 |

Public Ceremonies Committee

Gail Sawyer
 2-10. Open

Recreation Commission

| | |
|---------------------------------|----------|
| Selectman Liaison: J. Sonner | |
| Karen Jarsky - Chair | 06/30/13 |
| Bridget McKeever Matz - V Chair | 06/30/13 |
| Betsy Mercier | 06/30/12 |
| Stephen P. Leo | 06/30/12 |

Route 2 Corridor Advisory Committee

Selectman Liaison: M. Gowing

Senior Center Building Committee

| | |
|--------------------------------|----------|
| Steve Ledoux - Manager | Task End |
| Michael Gowing - BOS | Task End |
| Dean Charter - Municipal Prop | Task End |
| Sharon Mercurio - COA Director | Task End |
| Paulina Knibbe - FinCom | Task End |
| Peter Ashton | Task End |
| Ann Chang | Task End |
| Charlie Aaronson | Task End |
| Steve Baran | Task End |
| Barbara Tallone | Task End |
| Barbara Willson | Task End |

Senior / Disabled Taxation Aid Committee

Chairman of Board of Assessors, Town Treasurer, Board of Selectmen Rep, 2 Residents
 Selectman Liaison: M. Gowing

| | |
|------------------------------|----------|
| Susan Miller - Assessors | 06/30/12 |
| John Murray - Town Treasurer | 06/30/12 |
| Peter Ashton | 06/30/12 |
| Nancy Gerhardt | 06/30/12 |
| Carol Mahoney | 06/30/12 |

Sidewalk Committee

Selectman Liaison: J. Sonner

| | |
|-------------------------------|----------|
| Kate Chung - Chair | 06/30/13 |
| Leslie Hogan - Vice Chair | 06/30/12 |
| Bettina Abe - Co Chair | 06/30/14 |
| Sytske Campbell | 06/30/13 |
| Pamela Cochrane | 06/30/12 |
| Steve Evans | 06/30/14 |
| Dick Calendrella | 06/30/13 |
| Dana Snyder-Grant - Associate | 06/30/12 |

South Acton Train Station Advisory Committee

| | |
|----------------------------------|----------|
| Mary (Michaela) Moran | Standing |
| Thomas D. Campbell | Standing |
| Clare Siska | Standing |
| David D. Martin | Standing |
| Sean Hanley | Standing |
| Patricia Clifford - Fin Comm Rep | Standing |

Transportation Advisory Committee

| | |
|------------------------------|----------|
| Selectman Liaison: J. Sonner | |
| James E. Yarin | 06/30/12 |
| James Citro | 06/30/12 |
| Bengt Muten | 06/30/12 |
| Frances Osman | 06/30/13 |
| Michael Fisher | 06/30/13 |

Volunteer Coordinating Committee

Selectman Liaison: P. Harting-Barrat

| | |
|------------------------------|----------|
| Jean B. Schoch | 06/30/13 |
| Jean Lane | 06/30/14 |
| Nancy Gerhardt | 06/30/14 |
| Charles D. Aaronson | 06/30/12 |
| Daniel W. Brunelle | 06/30/14 |
| Efi Papadopoulos - Associate | 06/30/12 |

Wastewater Advisory Neighborhood Taskforce (WANT)

Selectman Liaison: J. Adachi

| | |
|-----------------------------------|----------|
| Doug Halley - Health Dir | Standing |
| Kent Sharp - Fin Com | Standing |
| William McInnis - Board of Health | Standing |
| Mark D. Tawa | Standing |
| Peter Mosbach | Standing |
| Al English | Standing |
| Michael Geis | Standing |

Water District-Land Management Advisory Committee

Selectman Liaison: J. Sonner

| | |
|---|----------|
| Paul Malchodi - BOS Appointed | 06/30/14 |
| Greta Eckhardt - Water Dist Appointed | |
| Barry Rosen- Water Dist Appointed | |
| Charles Olmstead - Water Dist Appointed | |
| John Cipar- Water Dist Appointed | |

Water Resources Advisory Committee

Selectman Liaison: J. Adachi

| | |
|--|----------|
| Joanne Bissetta - Board of Health | 06/30/12 |
| Helen Probst | 06/30/14 |
| Ron Beck | 06/30/12 |
| Jeff Clymer | 06/30/13 |
| Michael Kreuze - voting Associate Health | 06/30/12 |
| Barry Rosen | 06/30/13 |
| Matthew Mostoller - Water District | 06/30/13 |
| Carol J. Holley - Associate | 06/30/12 |

APPOINTMENTS BY TOWN MANAGER

Assistant Town Manager

John Murray III

Assistant Assessor

Brian McMullen

Constable

David Muscovitz
Christine Joyce
Christopher Prehl
Frederick Hryniewich
David Allen

Deputy Building Inspector

Mark Barbadoro

Deputy Forest Warden

Kevin Lyons

Deputy Inspector of Gas Piping and Gas Appliances

Todd Bosselmann

Deputy Inspector of Wires

Charles Weeks

Emergency Management

Director John Murray
Deputy Director, Gail Sawyer

Director of Municipal Properties

Dean Charter

Director of Public Health

Douglas Halley

Dog Officer

Patrick (TAC) Palmer

Fence Viewer

Corey York

Field Driver

Vacant

Fire Chief

Robert C. Craig

Deputy Fire Chief

Kevin M. Lyons

Captains

Robert Hart

Michael Lyons

Carl Robinson*
Robert Vanderhoof

Lieutenants

Scott Morse
Robert Smith
John White

Acting Lieutenant

Christopher Sammet

Firefighters

Richard O'Leary*
Bruce Stone

Firefighter/Emt's

Anita Arnum
James Byrne
Brent Carter
Kenneth Carroll
Jared Crowley
Gage Cummings
Edmond Daigneault
Joshua DeFelice
Steven DiMeco
Michael Doherty
Charles Dunnigan
Kristopher Ellicks
Shawn Ferrari
Kenneth Ineson
Patrick Judge

James Kissane
Eric Mathieu
Thomas Matthews
Michael McGovern
Dennis Munroe
Nicholas Pentedemos
James Ray
Ricky Robinson
James Ruggiero
Robert Sabourin
Sean Sheridan
Richard Sullivan
Clem Tyler
Brian Whalen

Temporary Firefighter/Emt

Derek Franzek

Call Firefighter

Robert Puffer

Forest Warden:

Robert C. Craig, Fire Chief

Inspector of Animals

Patrick Palmer

Inspector of Gas Piping and Appliances

James G. Corey

Inspector of Wires

William Morehouse

Local Building Commissioner

Francis Ramsbottom

Natural Resources/Cemetery Director

Thomas Tidman

Keeper of the Lockup

Frank J. Widmayer III

Chief of Police

Frank J. Widmayer III

Deputy Chief

Robert L. Parisi

Lieutenants

Thomas J. Rogers

Raymond P. Grey (Acting)

Sergeants

John Cooney

James A. Cogan

Edward Lawton

Scott Howe

Daniel Silva

Police Officers

Paul Cogan

James Goodemote

Christopher Prehl

David Joachim

Michael Cogan

Luke Penney

Dean Keeler

Keith Campbell

Scott Krug

Todd McKelvie

Tricia Sullivan

Michael Eracleo

Robert Cowan

Christopher Browne

Frederick Rentschler

Jesse Osterhoudt

Kevin Heffernan

Leo Gower

Gardena Abramowitz

Douglas Sturniolo

Daniel Holway

Stephen McCarthy

John Collins

John Stackhouse

Sealer of Weights and Measures

Mark Fitzpatrick

Supt. of Streets

Russell Robinson

Town Finance Director

Stephen Barrett

Town Engineer

Corey York

Town Report Committee

Ann Chang

Marilyn Peterson

Veteran's Agent

F. Dore' Hunter*

James MacRae

** Resigned

*Retired

#deceased

Police Matrons

Faith Williams

Rebecca Leblanc

Debra Richardson

Christine Joyce

Dispatchers

Kevin Antonelli

Alicia Mele

Robert Boyd

Roger Wallace

Patrick Hawthorne

Daniel Deane

Matthew Hammer

Anne Milligan*

Adam Bean

Allison Bailey

Public Ceremonies and Celebrations

Gail Sawyer

Public Weighers

Christopher N. Prehl

Paul Cogan

James A. Barbato

Robert Greenough

Recreation Director

Catherine Fochtman

STREET LIST
OF THE TOWN OF
ACTON, MASSACHUSETTS
TOWN OF ACTON
ENGINEERING DEPARTMENT
JANUARY 1, 2011

| STREET MAP | | | STREET MAP | | |
|--------------------|----------------|-------|----------------------|----------------|------------------|
| STREET NAME | PRECINCT | INDEX | STREET NAME | PRECINCT | STREET MAP INDEX |
| ABEL JONES PLACE | 4 | M-10 | BRIDGES DRIVE | 2 | O-10 |
| ACORN PARK DRIVE | 2 | R-10 | BRIDLE PATH WAY | 1 | Q-13 |
| ADAMS STREET | 5 | K-12 | BRIMSTONE LANE | 1 | R-11 |
| AGAWAM ROAD | 3 | N-8 | BROADVIEW ROAD | 5 | L-11 |
| ALBERTINE DRIVE | 4 | L-10 | BROMFIELD ROAD | 6 | O-11 |
| ALCOTT STREET | 6 | O-12 | BROOK STREET | 2 | Q-11 |
| ALEXANDRA WAY | 1 | S-10 | | 8 – 48 EVEN | |
| ALGONQUIN ROAD | 3 | O-8 | BROOK STREET | 6 | Q-11 |
| ANDERS WAY | 4 | N-10 | | 53 – END ODD | |
| ANDREW DRIVE | 4 | N-8 | BROOKSIDE CIRCLE | 5 | M-12 |
| APPLE VALLEY DRIVE | 4 | K-10 | BROWN BEAR CROSSING | 1 | S-9 |
| ARBORWOOD ROAD | 5 | N-11 | BRUCEWOOD ROAD | 5 | N-11 |
| ARLINGTON STREET | 2 | P-8 | BRUCEWOOD ROAD EAST | 5 | N-11 |
| | 1 - 73 ODD | | BULETTE ROAD | 2 | P-7 |
| | 14 - 134 EVEN | | BUTTERNUT HOLLOW | 1 | S-9 |
| ARLINGTON STREET | 3 | N-8 | | | |
| | 89 - 423 ODD | | CAITLIN DRIVE | 4 | M-8 |
| | 272 - END EVEN | | CANDIDA LANE | 5 | N-11 |
| ARLINGTON STREET | 4 | N-8 | CANTERBURY HILL ROAD | 1 | S-11 |
| | 158 - 262 EVEN | | CAPTAIN BROWN'S LANE | 4 | N-9 |
| ASHLEY CIRCLE | 1 | S-11 | CAPTAIN FORBUSH LANE | 4 | N-9 |
| ASHWOOD ROAD | 5 | N-11 | CAPTAIN HANDLEY ROAD | 1 | R-10 |
| ASSABET CROSSING | 5 | L-12 | CARLISLE ROAD | 1 | T-11 |
| AUDUBON DRIVE | 5 | L-11 | CARLTON DRIVE | 5 | K-11 |
| AUTUMN LANE | 3 | M-8 | CARRIAGE DRIVE | 5 | M-11 |
| AVALON DRIVE | 1 | S-9 | CASTLE DRIVE | 3 | L-8 |
| AYER ROAD | 5 | N-12 | CEDAR TERRACE | 4 | N-9 |
| AZALEA COURT | 6 | P-13 | CENTENIAL LN | 5 | |
| | | | CENTRAL STREET | 3 | N-7 |
| BADGER CIRCLE | 1 | S-11 | | 236 - 456 EVEN | |
| BALSAM DRIVE | 2 | P-9 | | 283 - 459 ODD | |
| BANKSIDE HOLLOW | 1 | S-9 | CENTRAL STREET | 4 | M-8 |
| BARKER ROAD | 6 | N-10 | | 1 - 267 ODD | |
| BAXTER ROAD | 4 | M-9 | | 2 - 224 EVEN | |
| BAYBERRY ROAD | 6 | P-12 | CHADWICK STREET | 5 | M-11 |
| BEACON COURT | 4 | | CHAFFIN WAY | 2 | P-8 |
| BEECHNUT STREET | 2 | R-9 | CHARTER ROAD | 2 | N-9 |
| BELLANTONI DRIVE | 5 | N-13 | | 63 - 103 ODD | |
| BELLOWS FARM ROAD | 1 | R-12 | | 54 - 106 EVEN | |
| BERRY LANE | 6 | O-12 | CHARTER ROAD | 4 | N-9 |
| BETH CIRCLE | 1 | S-9 | | 16 – 50 EVEN | |
| BETSY ROSS CIRCLE | 3 | L-7 | CHASE PATH | 1 | |
| BEVERLY ROAD | 4 | N-10 | CHEROKEE ROAD | 3 | O-8 |
| BILLINGS STREET | 4 | L-9 | CHERRY RIDGE ROAD | 3 | M-8 |
| BIRCH RIDGE ROAD | 3 | M-7 | CHESTNUT STREET | 2 | R-9 |
| BITTERSWEET LANE | 1 | R-11 | CHURCH STREET | 3 | M-8 |
| BLACK HORSE DRIVE | 3 | L-7 | CINDY LANE | 5 | L-12 |
| BLUE HERON WAY | 1 | R-11 | CLOVER HILL ROAD | 5 | M-12 |
| BLUEBERRY PATH | 1 | T-11 | COBURN DRIVE | 5 | M-11 |
| BRABROOK ROAD | 6 | P-12 | COLONIAL PATH | 4 | L-10 |
| BRAMBLE WAY | 1 | R-12 | CONANT STREET | 5 | L-11 |
| BREEZY POINT ROAD | 2 | R-9 | | 2 – 64 EVEN | |
| BREWSTER LANE | 5 | L-11 | | | |
| BRIAR HILL ROAD | 1 | R-11 | | | |

| STREET MAP | | | STREET MAP | | |
|------------------------|------------|-------|--------------------|----------------|-------|
| STREET NAME | PRECINCT | INDEX | STREET NAME | PRECINCT | INDEX |
| CONANT STREET | 4 | L-11 | FLINTLOCK DRIVE | 3 | L-7 |
| | 1 – 65 ODD | | FOREST ROAD | 6 | O-11 |
| CONCETTA CIRCLE | 5 | L-12 | FORT POND ROAD | 2 | P-8 |
| CONCORD PLACE | 6 | O-11 | FOSTER STREET | 5 | N-12 |
| CONCORD ROAD | 6 | O-11 | FOX HILL ROAD | 5 | M-11 |
| CONQUEST WAY | 4 | M-9 | FRANCINE ROAD | 4 | N-10 |
| COOLIDGE DRIVE | 2 | O-9 | FRANKLIN PLACE | 2 | P-10 |
| COUGHLIN STREET | 6 | O-10 | FRASER DRIVE | 4 | M-9 |
| COUNTRY CLUB ROAD | 5 | L-11 | FREEDOM FARME ROAD | 2 | O-8 |
| COUNTRYSIDE ROAD | 2 | P-7 | | 1 - 5 ODD | |
| COWDREY LANE | 2 | O-10 | | 2 - 4 EVEN | |
| CRAIG ROAD | 5 | N-12 | FREEDOM FARME ROAD | 3 | O-8 |
| CRESTWOOD LANE | 4 | M-9 | | 7 - 21 ODD | |
| CRICKET WAY | 6 | P-11 | | 8 - 22 EVEN | |
| CROSS STREET | 1 | T-11 | FROST DRIVE | 6 | O-11 |
| | | | | | |
| DAKOTA DR | 3 | | GERALD CIRCLE | 5 | L-12 |
| DAVIS ROAD | 6 | R-11 | GIONCONDA AVENUE | 5 | M-11 |
| DEACON HUNT ROAD | 4 | N-9 | GRANITE ROAD | 1 | S-10 |
| DEERGRASS LANE | 1 | R-11 | GRACE PATH | 1 | Q-12 |
| DEVON DRIVE | 1 | T-11 | GRASSHOPPER LANE | 6 | P-11 |
| DISCOVERY WAY | 5 | N-11 | GREAT ELM WAY | 1 | S-9 |
| DORIS ROAD | 4 | N-10 | GREAT ROAD | 6 | Q-13 |
| DOWNEY ROAD | 4 | L-9 | | 1 - 291 ODD | |
| DRIFTWOOD ROAD | 5 | N-11 | | 2 - 248 EVEN | |
| DRUMMER ROAD | 5 | M-12 | GREAT ROAD | 2 | Q-11 |
| DUGGAN ROAD | 3 | L-8 | | 250 - END EVEN | |
| DUNHAM LANE | 5 | L-12 | GREEN NEEDLE WAY | 1 | R-12 |
| DURKEE ROAD | 4 | M-9 | GREENWOOD LANE | 2 | P-10 |
| DUSTON LANE | 1 | R-12 | GREGORY LANE | 3 | M-8 |
| | | | GREYBIRCH LANE | 1 | Q-12 |
| EASTERN ROAD | 1 | S-11 | GRIST MILL ROAD | 3 | L-8 |
| ELIOT CIRCLE | 2 | O-10 | GUSWOOD ROAD | 5 | N-12 |
| ELLSWORTH VILLAGE ROAD | 6 | P-12 | | | |
| ELM COURT | 3 | N-8 | HALEY LANE | 5 | M-11 |
| ELM STREET | 3 | N-8 | HALF MOON HILL | 3 | N-8 |
| EMERSON DRIVE | 6 | O-12 | HAMMOND STREET | 2 | P-9 |
| ESKER WAY | 6 | O-11 | HARRIS STREET | 1 | R-10 |
| ESTERBROOK ROAD | 6 | P-12 | HARTLAND WAY | 1 | T-11 |
| ETHAN ALLEN DRIVE | 3 | L-7 | HARVARD COURT | 6 | Q-11 |
| EVERGREEN ROAD | 2 | P-9 | HATCH ROAD | 5 | L-11 |
| EVERGREEN WAY | 2 | P-9 | HAWTHORNE STREET | 6 | O-12 |
| | | | HAYNES COURT | 3 | M-8 |
| FAIRWAY ROAD | 5 | L-11 | HAYWARD ROAD | 2 | N-9 |
| FARLEY LANE | 4 | L-10 | | 1 - 61 ODD | |
| FARMERS ROW | 1 | Q-11 | HAYWARD ROAD | 4 | N-9 |
| FARMSTEAD WAY | 4 | N-10 | | 66 - END EVEN | |
| FAULKNER HILL ROAD | 4 | L-10 | HAYWARD ROAD | 6 | N-9 |
| FERNWOOD ROAD | 5 | N-11 | | 4 - 54 EVEN | |
| FIFE & DRUM ROAD | 2 | O-10 | HAZELNUT STREET | 2 | R-10 |
| FISCHER PATH | 1 | R-11 | HEALD ROAD | 2 | O-10 |
| FLAGG ROAD | 6 | P-12 | HEATHER HILL ROAD | 4 | L-8 |
| FLETCHER COURT | 4 | L-10 | HEMLOCK LANE | 2 | P-10 |
| FLINT ROAD | 4 | M-9 | HENLEY ROAD | 1 | S-9 |

| STREET MAP | | | STREET MAP | | |
|--------------------|---------------|-------|----------------------|----------------|-------|
| STREET NAME | PRECINCT | INDEX | STREET NAME | PRECINCT | INDEX |
| HENNESSEY DRIVE | 4 | M-9 | LIBERTY STREET | 4 | L-10 |
| HERITAGE ROAD | 5 | N-12 | LILAC COURT | 5 | M-11 |
| HERON VIEW ROAD | 4 | L-9 | LILLIAN ROAD | 2 | P-7 |
| HICKORY HILL TRAIL | 2 | P-10 | LINCOLN DRIVE | 2 | P-9 |
| HIGH STREET | 5 | L-11 | LISA LANE | 5 | N-12 |
| | 2 - 82 EVEN | | LITTLEFIELD ROAD | 3 | O-7 |
| HIGH STREET | 4 | L-11 | LONG RIDGE ROAD | 2 | P-9 |
| | 1 - 83 ODD | | LONGFELLOW PARK | 6 | O-11 |
| HIGHLAND ROAD | 3 | K-7 | LONGMEADOW WAY | 6 | Q-11 |
| HIGHRIDGE WAY | 1 | S-9 | LOOSESTICK WAY | 1 | R-11 |
| HILLCREST DRIVE | 5 | M-11 | LOTHROP ROAD | 4 | M-9 |
| HILLSIDE TERRACE | 3 | M-8 | | | |
| HOMESTEAD STREET | 3 | M-8 | MacGREGOR WAY | 5 | M-11 |
| HORSESHOE DRIVE | 6 | O-12 | MacLEOD LANE | 3 | L-8 |
| HOSMER STREET | 5 | N-12 | MADDY LANE | 5 | N-11 |
| | 103 - 119 ODD | | MADISON LANE | 2 | O-9 |
| HOSMER STREET | 6 | O-11 | MAGNOLIA DRIVE | 6 | P-13 |
| | 3 - 91 ODD | | MAILLET DRIVE | 5 | L-12 |
| | 2 - 106 EVEN | | MAIN STREET | 4 | M-11 |
| HOUGHTON LANE | 3 | N-8 | | 4 - 312 EVEN | |
| HUCKLEBERRY LANE | 6 | O-10 | | 3 - 321 ODD | |
| HURON ROAD | 3 | O-8 | MAIN STREET | 2 | O-10 |
| | | | | 398 - 650 EVEN | |
| INDEPENDENCE ROAD | 5 | L-12 | | 537 - 643 ODD | |
| IRIS COURT | 6 | P-12 | MAIN STREET | 6 | R-11 |
| ISABELLA WAY | 2 | P-8 | | 355 - 535 ODD | |
| ISSAC DAVIS WAY | 6 | O-10 | | 348 - 378 EVEN | |
| | | | MAIN STREET | 1 | R-11 |
| JACKSON DRIVE | 2 | O-9 | | 660 - END | |
| JAY LANE | 1 | Q-12 | | 655 - END | |
| JEFFERSON DRIVE | 2 | O-9 | MALLARD ROAD | 4 | N-9 |
| JENNIFER PATH | 1 | R-10 | MAPLE STREET | 4 | L-10 |
| JESSE DRIVE | 3 | N-8 | MARIAN ROAD | 3 | L-8 |
| JOHN FRANCIS LANE | 1 | T-11 | MARSHALL PATH | 1 | T-11 |
| JOHN SWIFT ROAD | 2 | O-10 | MARTHA LANE | 1 | |
| JOSEPH REED LANE | 4 | N-9 | MARTIN STREET | 4 | L-10 |
| JUNIPER RIDGE ROAD | 3 | M-8 | MASSACHUSETTS AVENUE | 5 | N-11 |
| | | | | 151 - 299 ODD | |
| KATE DRIVE | 1 | R-11 | | 186 - 222 EVEN | |
| KEEFE ROAD | 6 | O-13 | MASSACHUSETTS AVENUE | 3 | M-8 |
| KELLEY ROAD | 4 | N-10 | | 603 - 693 ODD | |
| KENNEDY LANE | 2 | N-8 | | 592 - 698 EVEN | |
| KINGMAN ROAD | 3 | L-8 | MASSACHUSETTS AVENUE | 4 | N-9 |
| KINSLEY LANE | 4 | M-8 | | 310 - 598 EVEN | |
| KINSLEY ROAD | 4 | M-8 | | 367 - 587 ODD | |
| KNOWLTON DRIVE | 4 | N-9 | McKINLEY DRIVE | 2 | P-9 |
| KNOX TRAIL | 5 | L-13 | MEAD TERRACE | 3 | M-8 |
| | | | MEADOW BROOK ROAD | 2 | P-10 |
| LADYSLIPPER LANE | 6 | Q-12 | MEADOWS EDGE | 1 | S-9 |
| LARCH ROAD | 2 | P-10 | MEETINGHOUSE ROAD | 5 | M-12 |
| LAUREL COURT | 5 | M-11 | MERRIAM LANE | 5 | M-11 |
| LAWS BROOK ROAD | 5 | N-12 | MEYER HILL DRIVE | 1 | R-10 |
| LEDGE ROCK WAY | 1 | S-11 | MILBERY LANE | 3 | M-8 |
| LEXINGTON DRIVE | 5 | N-12 | MILLDAM ROAD | 1 | S-11 |

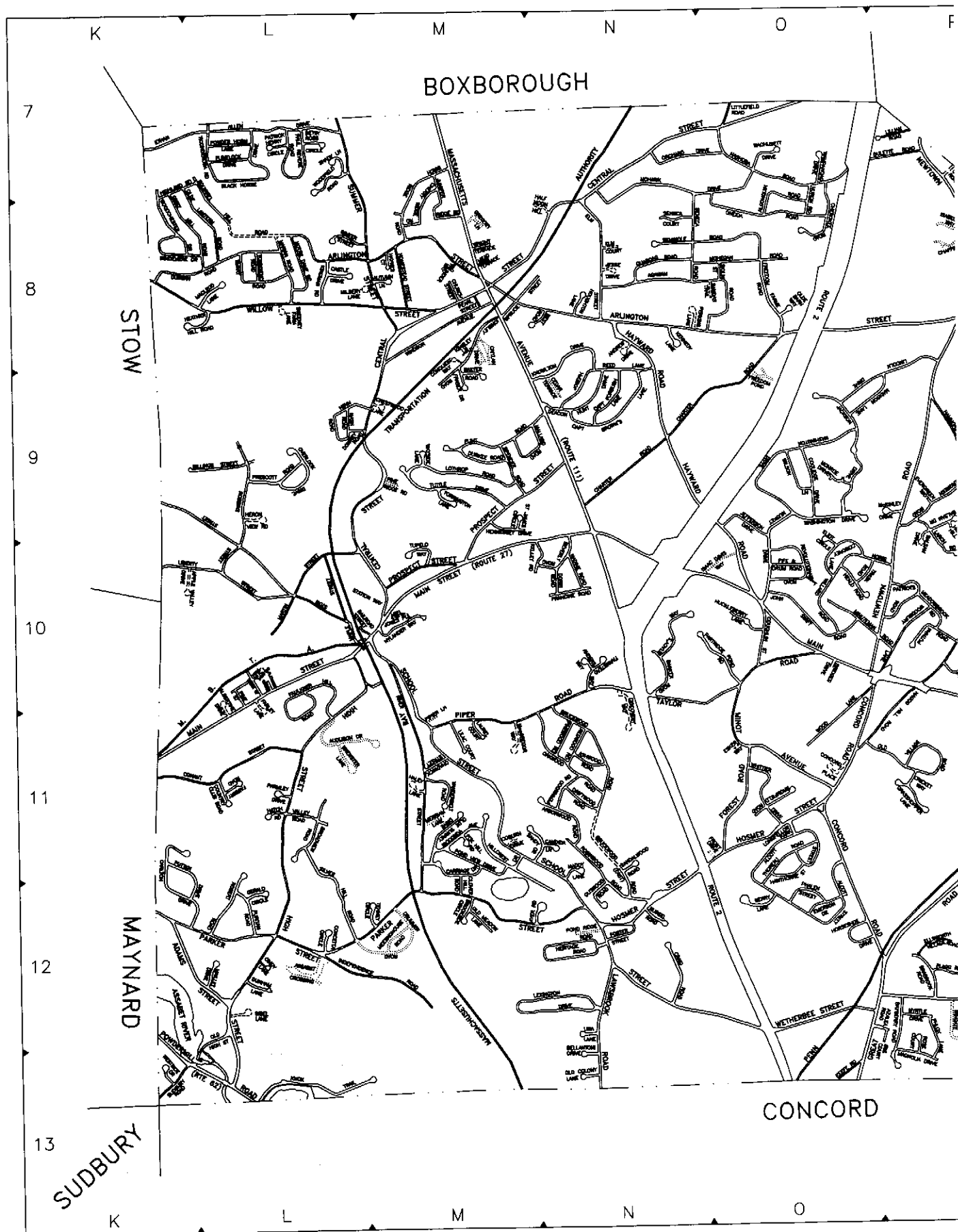
STREET MAP

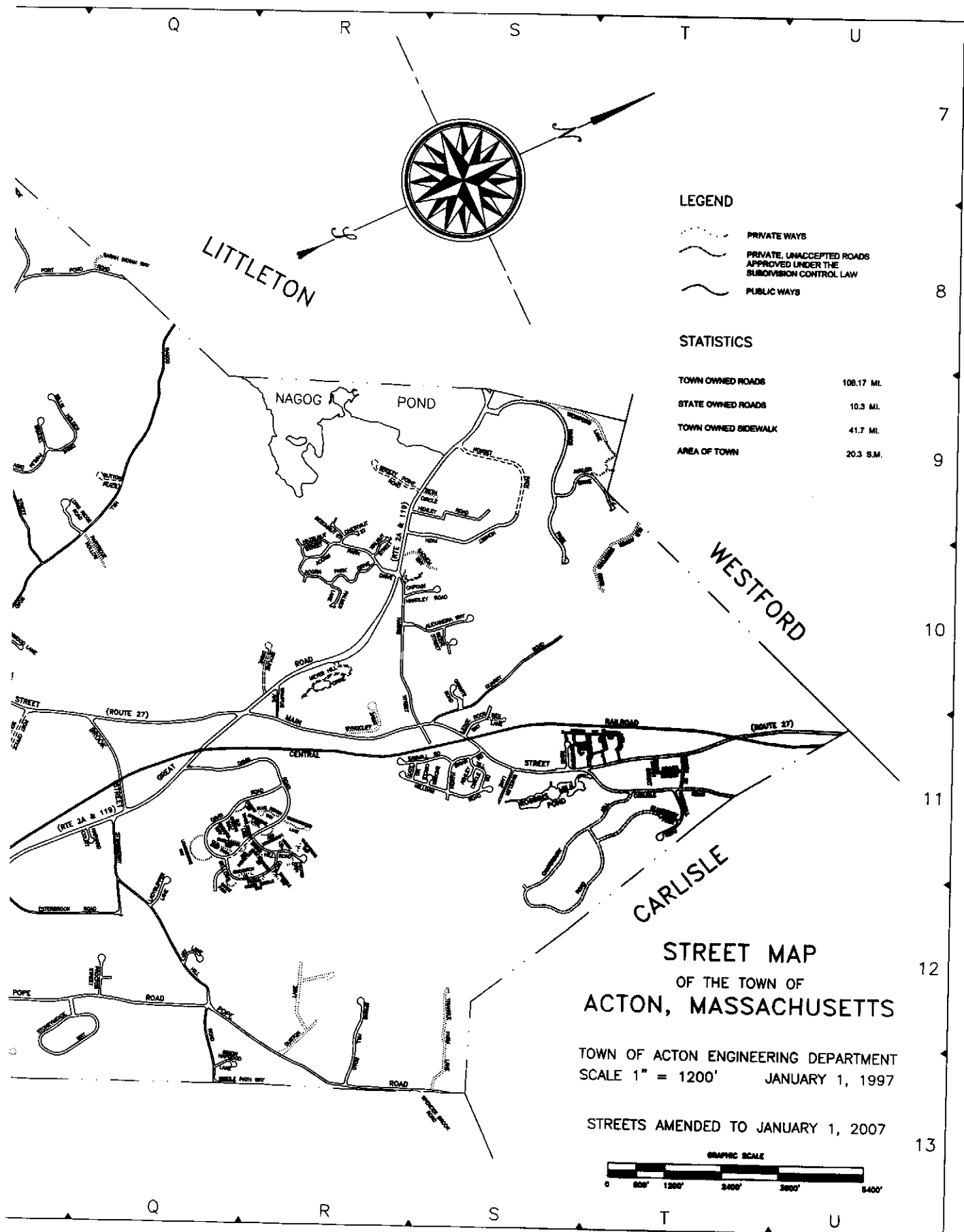
| STREET NAME | PRECINCT | INDEX |
|----------------------|--------------|-------|
| MINOT AVENUE | 6 | O-11 |
| MINUTEMAN ROAD | 2 | O-10 |
| MOHAWK DRIVE | 3 | N-7 |
| MOHEGAN ROAD | 3 | O-8 |
| MONROE DRIVE | 2 | O-9 |
| MONUMENT PL | 1 | |
| MOSSY LANE | 1 | R-11 |
| MUSKET DRIVE | 2 | O-10 |
| MYRTLE DRIVE | 6 | P-12 |
| NADINE ROAD | 4 | N-10 |
| NAGOG HILL ROAD | 6 | Q-9 |
| | 1 - 59 ODD | |
| | 12 - 48 EVEN | |
| NAGOG HILL ROAD | 2 | Q-9 |
| | 77 - END | |
| | 74 - END | |
| NAGOG PARK | 1 | S-9 |
| NAGOG SQUARE | 1 | S-9 |
| NARA RIDGE | 1 | |
| NASH ROAD | 4 | L-9 |
| NASHOBA ROAD | 3 | O-7 |
| NEWTOWN ROAD | 2 | P-8 |
| NONSET PATH | 1 | S-9 |
| NORTH STREET | 1 | T-11 |
| NORTHBRIAR ROAD | 1 | S-11 |
| NOTRE DAME ROAD | 3 | L-8 |
| NYLANDER WAY | 4 | M-10 |
| OAKWOOD ROAD | 5 | N-12 |
| OLD BEAVER BROOK | 1 | S-9 |
| OLD CART PATH | 1 | Q-11 |
| OLD COLONY LANE | 5 | N-13 |
| OLD HIGH STREET | 5 | L-12 |
| OLD MEADOW LANE | 5 | M-12 |
| OLD OREGON TRAIL | 1 | Q-11 |
| OLD STONE BROOK | 1 | S-9 |
| OLD VILLAGE ROAD | 6 | P-11 |
| OLDE BARN WAY | 2 | O-8 |
| OLDE LANTERN ROAD | 3 | L-8 |
| OLDE SURREY DRIVE | 5 | M-11 |
| ONEIDA ROAD | 3 | O-8 |
| ORCHARD DRIVE | 3 | N-7 |
| OVERLOOK DRIVE | 4 | L-9 |
| OXBOW DRIVE | 1 | Q-11 |
| PALMER LANE | 2 | R-10 |
| PARKER STREET | 5 | L-12 |
| PARMLEY DRIVE | 5 | L-11 |
| PARTRIDGE POND ROAD | 6 | O-10 |
| PARTRIDGE HOLLOW | 2 | Q-10 |
| PATRICK HENRY CIRCLE | 3 | L-7 |
| PATRIOTS ROAD | 2 | P-10 |
| PAUL REVERE ROAD | 3 | L-7 |

STREET MAP

| STREET NAME | PRECINCT | INDEX |
|---------------------|----------------|-------|
| PEARL STREET | 4 | M-8 |
| PERKINS LANE | 3 | N-8 |
| PHALEN STREET | 6 | O-12 |
| PHEASANT HILL | 1 | S-9 |
| PHLOX LANE | 6 | P-12 |
| PINE CONE STRAND | 1 | S-9 |
| PINE STREET | 4 | L-10 |
| PINE RIDGE ROAD | 4 | M-9 |
| PINEWOOD ROAD | 5 | N-11 |
| PIPER LANE | 4 | M-11 |
| PIPER ROAD | 4 | M-11 |
| | 4 - 96 EVEN | |
| PIPER ROAD | 5 | M-11 |
| | 1 - 85 ODD | |
| POND RIDGE DRIVE | 5 | N-12 |
| POND VIEW DRIVE | 5 | M-11 |
| POPE ROAD | 1 | Q-12 |
| | 196 - 258 EVEN | |
| | 205 - 249 ODD | |
| POPE ROAD | 6 | Q-12 |
| | 16 - 190 EVEN | |
| | 3 - 187 ODD | |
| POST OFFICE SQUARE | 2 | P-11 |
| POWDER HORN LANE | 3 | L-7 |
| POWDER MILL ROAD | 5 | L-13 |
| PRESCOTT ROAD | 4 | L-9 |
| PRESTON WAY | 1 | T-11 |
| PROCTOR STREET | 6 | Q-12 |
| PROSPECT STEET | 4 | M-10 |
| PURITAN ROAD | 5 | L-12 |
| PUTNAM ROAD | 2 | P-10 |
| PUTTER DRIVE | 5 | K-11 |
| QUABOAG ROAD | 3 | N-8 |
| QUAIL RUN | 1 | R-11 |
| QUARRY ROAD | 1 | S-10 |
| RAILROAD STREET | 4 | M-10 |
| REDWOOD ROAD | 5 | N-11 |
| REEVE STREET | 1 | S-10 |
| REVOLUTIONARY ROAD | 2 | O-10 |
| REX LANE | 1 | S-11 |
| RIVER STREET | 5 | M-11 |
| ROBBINS STREET | 4 | L-9 |
| ROBERT ROAD | 5 | L-12 |
| ROBINWOOD ROAD | 5 | N-11 |
| ROSE COURT | 6 | P-13 |
| ROUTE 2 | O-8, O-12 | |
| RUSSELL ROAD | 5 | N-12 |
| SACHEM WAY | 1 | R-10 |
| SAMANTHA WAY | 1 | R-10 |
| SAMUEL PARLIN DRIVE | 2 | P-9 |
| SANDALWOOD ROAD | 5 | N-11 |

| STREET MAP | | | STREET MAP | | |
|----------------------|----------------|-------|---------------------|---------------|-------|
| STREET NAME | PRECINCT | INDEX | STREET NAME | PRECINCT | INDEX |
| SANDAS TRAIL | 3 | O-8 | SYLVIA STREET | 4 | L-10 |
| SANDY DRIVE | 5 | N-11 | | | |
| SARAH INDIAN WAY | 2 | Q-8 | TAYLOR ROAD | 6 | O-10 |
| SARAH JANE COURT | 4 | | TENNEY CIRCLE | 5 | M-12 |
| SAWMILL ROAD | 1 | S-11 | THOREAU ROAD | 6 | D-11 |
| SCHOOL STREET | 4 | M-10 | TICONDEROGA ROAD | 3 | L-7 |
| | 2 - 90 EVEN | | TILL DRIVE | 1 | S-11 |
| SCHOOL STREET | 5 | M-11 | TINSDALE DRIVE | 1 | T-11 |
| | 100 - 342 EVEN | | TORRINGTON LANE | 4 | M-9 |
| | 3 - 311 ODD | | TOWNE HOUSE LANE | 4 | N-10 |
| SEMINOLE ROAD | 3 | N-8 | TOWNSEND ROAD | 3 | L-8 |
| SENECA COURT | 3 | N-8 | TRASK ROAD | 2 | O-10 |
| SENECA ROAD | 3 | N-8 | TRIANGLE FARM LANE | 1 | S-13 |
| SETTLEMENT WAY | 1 | R-11 | TUMBLING HAWK | 1 | S-9 |
| SHADY LANE | 3 | L-7 | TUPELO WAY | 4 | M-10 |
| SIBEL LANE | 5 | L-12 | TUTTLE DRIVE | 4 | M-9 |
| SILVER HILL ROAD | 5 | L-12 | | | |
| SIMON HAPGOOD LANE | 1 | Q-13 | VALLEY ROAD | 5 | L-11 |
| SIMON WILLARD ROAD | 2 | O-10 | VANDBELT ROAD | 5 | M-11 |
| SIOUX STREET | 3 | O-8 | | | |
| SKYLINE DRIVE | 2 | R-10 | WACHUSETT DRIVE | 3 | O-7 |
| SMART ROAD | 3 | L-8 | WALNUT STREET | 2 | R-10 |
| SOUTH STREET | 1 | T-11 | WAMPANOAG DRIVE | 3 | O-7 |
| SPENCER BROOK ROAD | 1 | S-13 | WAMPUS AVENUE | 1 | R-10 |
| SPENCER ROAD | 4 | M-9 | WASHINGTON DRIVE | 2 | O-9 |
| SPLIT ROCK | 1 | S-9 | WATERSIDE CLEARING | 1 | S-9 |
| SPRING HILL ROAD | 1 | R-12 | WAYSIDE LANE | 4 | M-9 |
| SPRUCE STREET | 3 | M-9 | WEST ROAD | 4 | N-8 |
| | 30 - 70 EVEN | | WESTFORD LANE | 1 | S-9 |
| | 27 - 75 ODD | | WESTSIDE DRIVE | 5 | K12 |
| SPRUCE STREET | 4 | M-8 | WETHERBEE STREET | 6 | O-12 |
| | 10 - 20 EVEN | | WHEELER LANE | 1 | S-11 |
| | 5 - 25 ODD | | WHEELWRIGHT LANE | 1 | R-11 |
| SQUIRREL HILL ROAD | 3 | L-8 | WHISPERING WAY | 1 | R-11 |
| ST JAMES CIRCLE | 4 | M-9 | WHITTIER DRIVE | 6 | O-11 |
| STACY'S WAY | 6 | N-10 | WILLIS HOLDEN DRIVE | 2 | P-9 |
| STATION WAY | 4 | M-10 | | | |
| STONEYMEADE WAY | 6 | P-12 | WILLOW STREET | 3 | L-8 |
| STOW STREET | 4 | L-10 | | 5 - 179 ODD | |
| STRAWBERRY HILL ROAD | 1 | Q-12 | WILLOW STREET | 4 | L-8 |
| | 76 - END EVEN | | | 28 - 180 EVEN | |
| STRAWBERRY HILL ROAD | 6 | Q-12 | WILSON LANE | 2 | O-9 |
| | 5 - END ODD | | WINDEMERE DRIVE | 3 | K-8 |
| | 4 - 74 EVEN | | WINDINGWOOD LANE | 1 | R-11 |
| SULLIVAN LN | 1 | | WINDSOR AVENUE | 4 | M-8 |
| SUDBURY ROAD | 5 | K-13 | WINGATE LANE | 6 | P-12 |
| SUMMER STREET | 4 | M-8 | WINTER STREET | 3 | L-8 |
| | 8 - 20 EVEN | | WINTERBERRY PATH | 1 | R-11 |
| | 13 - 23 ODD | | WOOD LANE | 6 | O-11 |
| SUMMER STREET | 3 | M-8 | WOODBURY LANE | 2 | P-10 |
| | 33 - END | | WOODCHESTER DRIVE | 3 | K-8 |
| SUTTON PLACE | 2 | Q-9 | WOODFIELD ROAD | 3 | L-7 |
| SWEENEY FARM LANE | 4 | L-8 | WRIGHT TERRACE | 3 | M-8 |
| SWEETBRIAR WAY | 1 | Q-11 | WYNDCLIFF DRIVE | 1 | R-11 |





The Town maintains electronic mail ("Email") distribution groups for all Boards, Committees and Commissions, as well as Departments. Such groups are commonly referred to as "shells."

Emails sent to shells are automatically forwarded to all members of the group who have provided their e-mail address to the Town.

Using email does not satisfy Open Meeting Law requirements (Massachusetts General Laws, Chapter 39, Section 23B). Please direct questions regarding this law to the Town Clerk.

To use a shell, send your e-mail to the address listed in the right-hand column of this table. When replying to an e-mail sent to a shell, it is recommended that you use the "Reply to All" function of your e-mail program so that all members are copied on your reply.

| | |
|-------------------------------------|---------------------------|
| Acton Community Housing Corporation | achc@acton-ma.gov |
| Acton Leadership Group | alg@acton-ma.gov |
| Acton-Boxborough Cultural Council | abcc@acton-ma.gov |
| Appeals, Board of | boa@acton-ma.gov |
| Assessor Department | assessor@acton-ma.gov |
| Assessors, Board of | bas@acton-ma.gov |
| Building Department | building@acton-ma.gov |
| Cable Advisory Committee | cac@acton-ma.gov |
| Cemetery Department | cemetery@acton-ma.gov |
| Citizens' Library Department | wacl@acton-ma.gov |
| Clerk Department, Town | clerk@acton-ma.gov |
| Collector Department | collector@acton-ma.gov |
| Commission on Disability | cod@acton-ma.gov |
| Community Preservation Committee | cpc@acton-ma.gov |
| Conservation Commission | conscom@acton-ma.gov |
| Council on Aging | coa@acton-ma.gov |
| Council on Aging (Senior Center) | seniorcenter@acton-ma.gov |
| Economic Development Committee | edc@acton-ma.gov |
| Emergency Management Agency, Acton | ema@acton-ma.gov |
| Engineering Department | engineering@acton-ma.gov |
| Finance Committee | fincom@acton-ma.gov |
| Finance Department | finance@acton-ma.gov |
| Fire Department | fire@acton-ma.gov |
| Health Department | health@acton-ma.gov |
| Health, Board of | boh@acton-ma.gov |
| Highway Department | highway@acton-ma.gov |
| Historic District Commission | hdc@acton-ma.gov |
| Historical Commission | hc@acton-ma.gov |
| Human Resources Department | hr@acton-ma.gov |
| Information Technology Department | it@acton-ma.gov |
| Land Stewardship Committee | lsc@acton-ma.gov |
| Manager Department, Town | manager@acton-ma.gov |
| Memorial Library Department | library@acton-ma.gov |
| Metropolitan Area Planning Council | mapc@acton-ma.gov |
| Municipal Properties Department | mp@acton-ma.gov |
| Natural Resources Department | nr@acton-ma.gov |
| Nursing Department | nursing@acton-ma.gov |
| Open Space and Recreation Committee | osrc@acton-ma.gov |
| Parking Clerk | parkingclerk@acton-ma.gov |
| Planning Board | pb@acton-ma.gov |
| Planning Department | planning@acton-ma.gov |
| Police Department | police@acton-ma.gov |
| Public Ceremonies Committee | pcc@acton-ma.gov |
| Recreation Commission | reccom@acton-ma.gov |

Recreation Department
School Committee, Acton-Boxborough Reg
School Committee, Acton Public
Selectmen, Board of
Senior Center Expansion Center
Senior Taxation Aid Committee
Town Report Committee
Transportation Advisory Committee
Treasurer's Advisory Committee
Volunteer Coordinating Committee

recreation@acton-ma.gov
abrsc@acton-ma.gov
apsc@acton-ma.gov
bos@acton-ma.gov
scecsacton-ma.gov
stac@acton-ma.gov
trc@acton-ma.gov
tac@acton-ma.gov
trac@acton-ma.gov
vcc@acton-ma.gov



After six years of work and nearly \$60,000 of donations by veterans groups and others, the Acton Veterans and those Now Active in the Armed Forces Memorial, was dedicated on this Veterans Day, November 11, 2011 on the Town Common.

The Armistice of World War 1, between the Allied nations and Germany, went into effect on the eleventh hour of the eleventh day of the eleventh month. On June 1, 1954 Armistice Day became Veterans Day. The new memorial was unveiled at the eleventh hour of the eleventh day of the eleventh month of the eleventh year to preserve the historical significance of the date.

The inscription is in the form of an open letter from the people of Acton to veterans and those active in the Armed Forces of the United States. The letter was approved by the consensus of more than 150 veterans, the Board of Selectmen and the Historic District Committee.

The inscription reads:

***TO ALL VETERANS, AND THOSE NOW ACTIVE IN THE
ARMED FORCES OF THE UNITED STATES OF AMERICA
WE HONOR YOUR SERVICE AND RECOGNIZE THE HARDSHIP OF YOUR LOVED ONES
WE WELCOME YOU HOME, WHILE REMEMBERING THOSE WHO HAVE YET TO RETURN
AND WE GRIEVE THOSE WHO HAVE MADE THE ULTIMATE SACRIFICE
WITH HEARTFELT GRATITUDE THAT
OUR FREEDOM WILL INDURE AND FLOW TO FUTURE GENERATIONS
WE HEREBY DEDICATE THIS MEMORIAL TO YOU
THE PEOPLE OF ACTON
11-11-11***

TOWN OF ACTON VOLUNTEER APPLICATION

Residents interested in serving on a Town Board, Committee, or Commission are requested to complete this form and forward it to the office of the Town Manager at the Acton Town Hall.
(Please print or type)

Date: _____

Mr/Mrs.
Ms/Dr. Last Name _____ First Name _____ Middle Initial _____
Street Address _____ Home Phone _____ Email _____

Please refer to the other side of this sheet and indicate below, in order of preference, the Board, Committee, or Commission,

which is of interest to you:

- 1) _____
- 2) _____
- 3) _____

Have you been a member of a Board, Committee, or Commission previously (either in Acton or elsewhere)? If you have, please

list name(s) and dates (approx):

Do you have any time restrictions? _____

How long have you lived in Acton? _____ in Massachusetts? _____

Are you a US citizen? _____

Present occupation and employer? (optional-attach resume) _____

Do you or your employer have any current or potential business relationship with the Town of Acton that could create a conflict of interest? _____

Education or special training _____

Please list below any additional information or comments which may help in the matching of your interests with the most appropriate Board/Committee, such as a civic experience, special interest/hobbies, etc.: _____

TOWN OF ACTON VOLUNTEER BOARDS, COMMITTEES AND COMMISSIONS

Acton-Boxborough Arts Council
Aging, Council on
Appeals, Board of
Assessors, Board of
Cable Advisory Committee
Cemetery Commission
Commission on Disability
Conservation Commission
Finance Committee
Volunteer Coordinating Committee

Historic District Commission
Historical Commission
Metropolitan Advisory Planning Council
Minuteman Home Care
Minuteman Vocational School Representative
Planning Board
Prison Advisory Board
Public Ceremonies Committee
Town Report Committee
Health, Board of

Thank you. If you have any questions or would like more information, please contact a member of the Volunteer Coordinating Committee (you can find out who the current members are by calling the Town Manager's office at Town Hall, 978-264-9612). The space below is for use by the Volunteer Coordinating Committee and the appointing body to record the status of your application.

VCC INTERVIEW

Applicant called: date/by _____

Schedule date/time _____

VCC Recommendation: Date _____

Board(s) _____ Member/Alt/Assoc

_____ Member/Alt/Assoc

_____ Member/Alt/Assoc

_____ Member/Alt/Assoc

BOS/TMgr/TMod _____

[] No openings at this time _____

APPOINTING BODY: BOS/Mgr/TMod

Interview Date: _____

Appointed: Date _____

to: Board _____

Term _____

NOTIFICATION OF APPOINTMENT

Date Received by VCC _____

Notification by the VCC _____

Date committee notified _____

Date applicant notified _____

AT YOUR SERVICE

EMERGENCIES

Call 911 to save a life, report a fire, or stop a crime. Give your name, address and phone number.
For other calls, use the business number of the appropriate department.

For questions concerning:

Animal Inspection
Assessments
Bills and Accounts
Births, Deaths, and Marriages
Buildings
Cemeteries
Civil Defense
Conservation
Dog Problems (see Licenses)
Education Information
Elderly Affairs

Elections, Voting and Registration
Engineering
Fire (Business and Permits)
Garbage and Refuse
Hazardous Materials
Health and Sanitation
Highways and Streets
Home Nursing
Housing
Libraries

Licenses: Dog, Fishing, Hunting
Mental Health

Permits

Blasting
Building
Food Service
Heating
Historic Districts Certificate
Oil Burner
Outdoor Burning
Plumbing
Sewage
Smoke Detector
Wiring
Zoning

Planning
Police Business
Recreation
Selectmen

Call:

Animal Inspector 263-4979
Board of Assessors 929-6621
Town Accountant 929-6624
Town Clerk 929-6620
Building Commissioner 929-6633
Cemetery Department 929-6642
Director of Civil Defense 929-7730
Conservation Office 929-6634
Dog Officer 264-9638
School Superintendent's Office 264-4700
Council on Aging 929-6652
Minuteman Home Care 263-8720
Public Health Nursing Service 929-6650
Town Clerk 929-6620
Town Engineer 929-6630
Fire Department 264-9645
Board of Health 929-6632
Board of Health 929-6632
Board of Health 929-6632
Highway Department 929-7740
Public Health Nursing Service 929-6650
Housing Authority 263-5339
Acton Memorial Library 929-6655
Citizen's Library of West Acton 929-6654
T.D.D. (for the deaf) 635-0072
Town Clerk 929-6620
Mental Health Assoc. of Central Middlesex 369-7715

Telephone

Fire Department 264-9645
Building Inspector 929-6633
Board of Health 929-6632
Fire Department 264-9645
Building Department 929-6633
Fire Department 264-9645
Fire Department 264-9645
Building Department 929-6633
Board of Health 929-6632
Fire Department 264-9645
Building Department 929-6633
Zoning Enforcement Officer 929-6631

Planning Department (Fair Housing) 929-6631
Police Department 264-9638
Town Hall 929-6640
Town Hall 929-6611

For questions concerning:

Street Lights
 Street Trees
 Tax Collections
 Town Finances
 Town Manager
 Train Service
 Transfer Station/Recycle Center
 Veterans' Services
 Water Problems
 Welfare
 Wire Inspection
 Zoning
 Zoning Appeals

Schools**School Nurse****Night Calls****Special Calls****Custodian****Call:**

Municipal Properties
 Municipal Properties
 Treasurer and Collector
 Treasurer
 Town Hall
 Boston and Maine
 Highway Department
 Veterans' Agent
 Water District
 Welfare Department
 Wire Inspector
 Zoning Enforcement Officer
 Zoning Board of Appeals

Telephone

929-7744
 929-7744
 929-6623
 929-6623
 929-6611
 800-392-6100
 929-7740
 929-6614
 263-9107
 978-893-0146
 263-9632
 929-6631
 929-6633

Switchboard Calls (7 a.m. - 4 p.m.) 264-4700
 Acton-Boxborough Regional High School 264-4700
 Acton-Boxborough Regional Junior High School 264-4700
 Community Education Office 266-2525
 Conant School 266-2550
 Douglas School 266-2560
 Gates School 266-2570
 McCarthy-Towne School 264-4700
 Merriam School 264-4700
 Central Office (all schools) 264-4700
 Community Education at High School 264-4700 x 403
 Community Education at Junior High School 264-4700 x 304
 Athletic Office 264-4700 x 420
 Field Office 264-4700 x 423
 Extended Day Programs 264-4700 x 245
 Acton-Boxborough Regional High School 264-4700 x 409
 Acton-Boxborough Junior High School 264-4700 x 309

REGULARLY SCHEDULED MEETINGS**Meeting Times Can Be Checked By Calling Town Clerk's Office**

| | | |
|----------------------------------|---------------------------------------|----------------------------------|
| Acton Finance Committee | Tuesday 7:30 PM As Posted | Town Hall |
| Acton Historical Commission | 2nd Wednesday 8 PM | Town Hall |
| Acton Housing Authority | 1st & 3rd Monday 7:30- PM | 68 Windsor Ave., West Acton |
| Acton Memorial Library Trustees | 4th Monday 7:30 PM | Conference Room |
| Board of Appeals | As Posted | Town Hall |
| Board of Assessors | 1st Wednesday 6 PM | Town Hall |
| Board of Health | 2nd & 4th Monday 7:30 PM | Town Hall |
| Board of Selectmen | Every other Monday As Posted 7:00 PM | Town Hall |
| Cable Advisory | As Posted | |
| Cemetery Commission | 2nd Tuesday 2 PM | Woodlawn Building |
| Citizens' Library | 3rd Thursday 7:30 PM | Citizens' Library, West Acton |
| Commission on Disability | 2nd Wednesday 7 PM | Town Hall |
| Community Housing | 1st & 3rd Thursday 7 AM | Town Hall |
| Conservation Commission | 1st & 3rd Wednesday 7:30 PM | Town Hall |
| Council on Aging | 2nd Wednesday (except August) 7:30 PM | Senior Center, Audubon Drive |
| Historic District Commission | 1st & 3rd Monday 7:30 PM | Town Hall |
| Planning Board | 2nd & 4th Tuesday 7:30 PM | Acton Memorial Library |
| Recreation Commission | 4th Tuesday 7:30 PM | Town Hall |
| School Committee - Local | As Posted | Junior High Library |
| School Committee - Regional | As Posted | High School Library |
| Transportation | 2nd Tues. 7:30 PM | Town Hall |
| Volunteer Coordinating Committee | 2nd & 4th Monday 7:30 PM | Town Hall |
| Water Commissioners | 2nd & 4th Monday 7:30 PM | Whitcomb Station, 693 Mass. Ave. |